

# REORGANIZATION PLAN SUBMITTAL SHEET

REC'D SEP 22 2008

(Each municipality in a School Union must be indicated separately.)

School Administrative Units Included in <b>APPROVED</b> Notice of Intent	School Administrative Units Submitting Reorganization Plan
Alna	Alna
Palermo	Chelsea
Somerville	Palermo
Westport	Somerville
Whitefield	Westport Island
Windsor	Whitefield
Wiscasset	Windsor
	Wiscasset


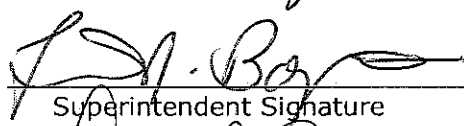

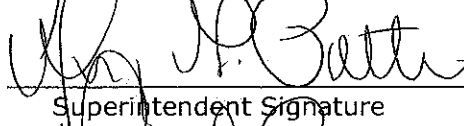


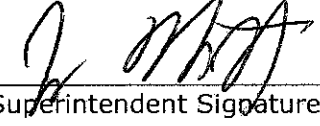

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Date Plan Submitted: September 22, 2008

Proposed RSU Operational Date: July 1, 2009

	9/22/2008	Chelsea School Department
Superintendent Signature	Date	
	9/22/2008	Whitefield School Department
Superintendent Signature	Date	
	9/22/2008	Palermo School Department
Superintendent Signature	Date	
	9/22/2008	Somerville School Department
Superintendent Signature	Date	
	9/22/2008	Windsor School Department
Superintendent Signature	Date	
	9/22/2008	Alna School Department
Superintendent Signature	Date	
	9/22/2008	Westport School Department
Superintendent Signature	Date	
	9/22/2008	Wiscasset School Department
Superintendent Signature	Date	

## Revision History

REV	DATE	DESCRIPTION
1	11/30/07	1 <sup>st</sup> Plan submission – December 1 <sup>st</sup> , 2007
1.1	2/22/08	Added Chelsea information. Incorporated GOVERNANCE & FINANCE information adopted by RPC at meetings on 2/14 and 2/21
1.2	3/7/08	Added planned dates for local school committee votes for plan submission
1.3	5/24/08	Incorporated additional information approved by RPC at meetings between 4/1 and 5/22/2008 <ul style="list-style-type: none"> <li>➤ Educational Section</li> <li>➤ Disposition: (sections) 5, 6, 8, 13-E</li> <li>➤ Contracts: (sections) 7, 13-D</li> <li>➤ Governance: (sections) 4, 10, 11, 13, 13-C</li> <li>➤ Finance: (sections) 9, 12, 13-A, 13-B</li> </ul>
1.4	6/13/08	Per agreements from RPC meeting on 6/12/2008: <ul style="list-style-type: none"> <li>➤ Add (13-B) Cost Share Plan</li> <li>➤ Adjust (13-D) Tuition Contracts &amp; School Choices</li> </ul>
1.5	7/1/08	Per review from Drummond Woodsum
1.6	7/24/08	Finalized version approved by Reorganization Planning Committee
1.7	9/11/08	Revisions as per the 9/4/08 letter from Commissioner Gendron
2	9/22/08	Revisions as per the 9/17/08 letter from Jim Rier and Commissioner Gendron - Sections 11(2-3) and 13-D(B).1,2 &3

## Plan Submission

DATE	
December 1 <sup>st</sup> , 2007	Initial Work-in-Progress Plan
March 28 <sup>th</sup> , 2008	Revised Work-in-Progress Plan (included Chelsea)
June 13 <sup>th</sup> , 2008	Letter from co-chairs requesting extension for plan submission (approved by commissioner 6/13/08)
August 13 <sup>th</sup> , 2008	Final plan submitted
September 12, 2008	Revised Plan submitted
September 22, 2008	Revised Plan Submitted

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## **Reorganization Plan Cover Sheet**

(Please attach Reorganization Plan as Exhibit A)

Required Elements						
Law Reference Item Number Sub- Chapter 2	Item	N/A	Complete	In Progress	Not Yet Started	Identified Barrier <sup>1</sup> Need Assistance <sup>2</sup>
3.A(1)	SAUs included in RSU		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.A(2)	Size of governing body		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Composition of governing body		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Apportionment of governing body		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.A(3)	Method of voting of the governing body		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.A(4)	Composition of local school committees	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Powers of local school committees	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Duties of local school committees	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.A(5)	Disposition of real & personal school property		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.A(6)	Disposition of existing school indebtedness (if not using provisions of section 1506)		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Disposition of lease-purchase obligations (if not using provisions of section 1506)		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.A(7)	Assignment of school personnel contracts		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Assignment of school collective bargaining agreements		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Assignment of other school contractual obligations		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.A(8)	Disposition of existing school funds and existing financial obligations		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.A(9)	Transition plan that addresses the development of a budget for the first school year		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Transition plan that addresses interim personnel policies		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.A(10)	Documentation of the public meeting(s) held to prepare or review reorganization plan		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.A(11)	Explanation of how units that approve reorganization plan will proceed if one or more units do not approve the plan		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.A(12)	Estimate of cost savings to be achieved		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.A(13)	Such other matters as the governing bodies of the school administrative units in existence on the effective date of this chapter may determine to be necessary		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<sup>1</sup> Please explain why this is a barrier and what assistance you need to remove this barrier on the next page.

<sup>2</sup> Please explain what assistance you need to complete this portion of your plan, and state from whom you need assistance, on page 3.

Parameters for Plan Development							
Local Reference Item Number Sub- Chapter	Item	N/A	Complete	In Progress	Not Yet Started	Identified Barrier <sup>3</sup> Need <sup>4</sup> Assistance <sup>4</sup>	
3.B(1)	Enrollment meets requirements (2,500 except where circumstances justify an exception <sup>5</sup> )		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Sec. XXXX-36, Parameter B	When viewed in conjunction with surrounding proposed units, may not result in one or more municipalities being denied the option to join an RSU		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.B(2)	Comprehensive programming for all students grades K - 12.		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Includes at least one publicly supported high school		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.B(3)	Consistent with policies set forth in section 1451		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.B(4)	No displacement of teachers		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	No displacement of students		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	No closures of schools existing or operating during school year immediately preceding reorganization, except as permitted under section 1512		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Sec. XXXX-26, Parameter F	The plan must address how the school administrative unit will reorganize administrative functions. Duties will not have an adverse impact on the instructional program <sup>6</sup>		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Collaborative Agreements							
						Yes	No
Does your plan currently include information/documentation on collaborative agreements? <i>(not required, but encouraged)</i>						<input checked="" type="checkbox"/>	<input type="checkbox"/>

<sup>3</sup> Please explain why this is a barrier and what assistance you need to remove this barrier on the next page.

<sup>4</sup> Please explain what assistance you need to complete this portion of your plan, and state from whom you need assistance, on page 3.

<sup>5</sup> Please note in the *Exceptions to 2500 minimum* section on next page

<sup>6</sup> This requirement is only for those who plan to be operational as an RSU in fiscal year 2008-2009, in accordance with a Reorganization Plan that is approved by the Commissioner and by the voters.

## Exceptions to 2,500 minimum

**Actual number of students for which the RSU is fiscally responsible: 2215**

Exception	Exception Claimed in Plan	Documentation Provided? (Appendix 1)	
		Yes	No
Geography	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Demographics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Economics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Transportation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Population Density	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Other Unique Circumstances	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

### Explanation of Barriers –

Please use this section to explain any/all barriers identified on the previous page as a barrier in completing your Reorganization Plan.

Law Reference/Required Element	Explanation of the barrier

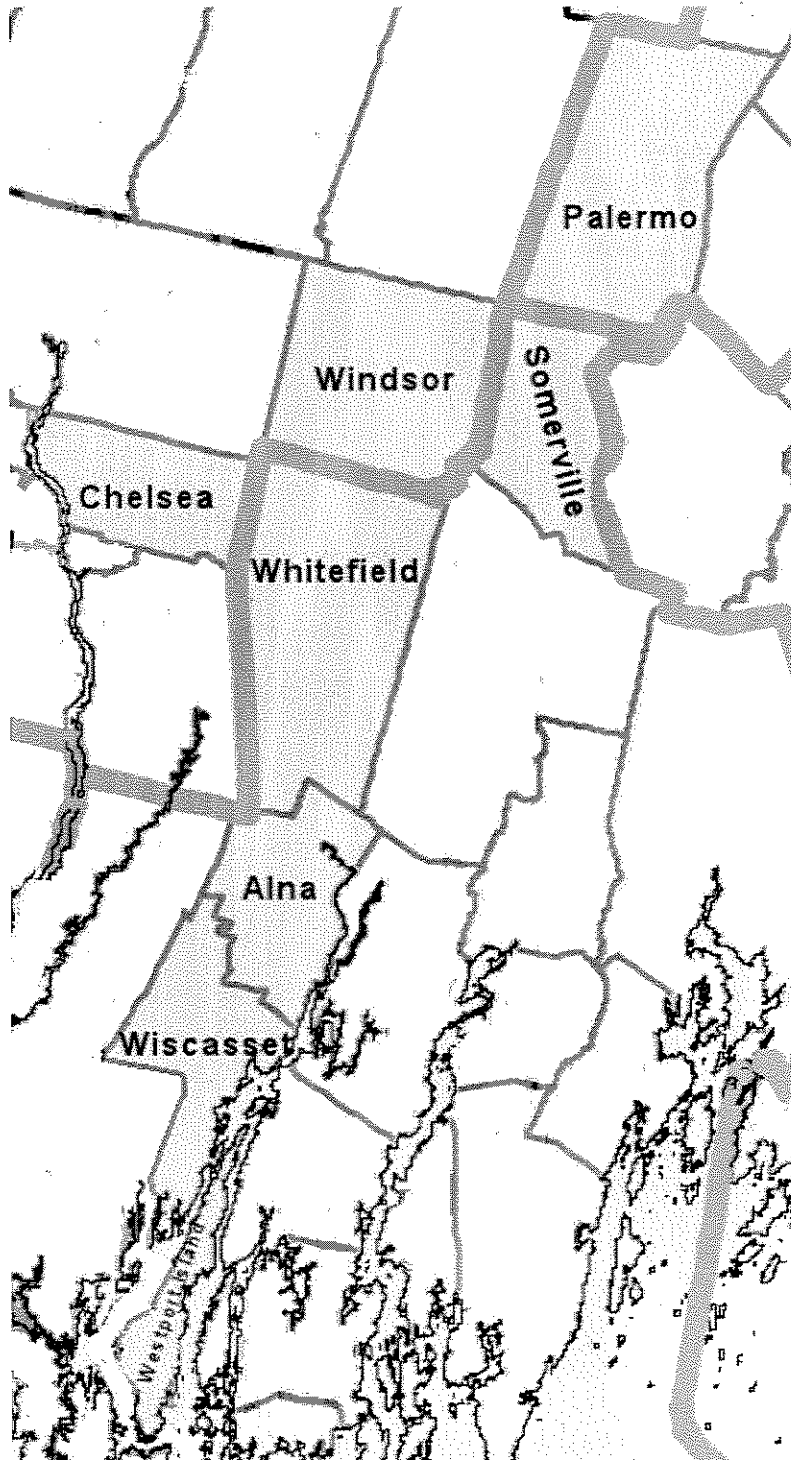
### Assistance Needs –

Please use this section to describe your needs for assistance and from whom you need assistance.

Law Reference/Required Element	Explanation of your assistance need	Assistance needed from whom?



# **SHEEPSCOT VALLEY REGIONAL SCHOOL UNIT**



School Administrative Unit Reorganization Plan  
for  
**Sheepscot Valley Regional School Unit**

made up of Maine municipalities:

Alna

Chelsea

Palermo

Somerville

Westport

Whitefield

Windsor

Wiscasset

**[Plan submission 09/22/2008]**

Respectfully submitted to Commissioner Gendron by superintendents:

Frank Boynton  
Jay McIntire  
Greg Potter

with assistance from facilitators:

Jake Clockedile & Bob Connors

On behalf of all applicable school committees.

# **REORGANIZATION PLAN**

## **SAUs Submitting:**

Alna School Department  
Chelsea School Department  
Palermo School Department  
Somerville School Department  
Westport School Department  
Whitefield School Department  
Windsor School Department  
Wiscasset School Department

### **Contact Information**

For Alna, Westport, and Wiscasset school departments

Jay McIntire, superintendent  
214 Gardiner Road  
Wiscasset, ME 04578

For Chelsea and Whitefield school departments

Frank Boynton, superintendent  
School Union 132  
320 Griffin Road  
Windsor, ME 04363

For Palermo, Somerville, and Windsor school departments

Gregory Potter, superintendent  
School Union 133  
69 Augusta Road  
Whitefield, ME 04353

Date Submitted by SAU: September 22<sup>nd</sup>, 2008

Proposed RSU Operational Date: July 1<sup>st</sup>, 2009

# **Sheepscot Valley Regional School Unit**

## **Statement of Intent**

The plan to consolidate the towns of Alna, Chelsea, Palermo, Somerville, Westport Island, Whitefield, Windsor, and Wiscasset into the Sheepscot Valley Regional School Unit is intended to comply with the state statutory requirements set forth in the school consolidation law. It is also intended to maximize opportunities to deliver services that can more effectively and efficiently be provided in larger districts administratively, as well as more creative educational program opportunities for the students of the above mentioned towns. As provided by the law, in effect on the operational date of the Sheepscot Valley Regional School Unit, it will maintain any existing tuition contracts and school choice opportunities for students exercising a right to choose a public school or an approved private school. Further, it is intended to provide for equity and fairness for its member towns.

## **Preamble**

It is the intent of the Sheepscot Valley Regional School Unit to reaffirm the continuous work of school improvement in order to bring its mission to fruition.

The mission statement clearly and concisely defines the purpose of what we do as members of the Sheepscot Valley Regional School Unit as we work collaboratively toward common interests.

Each goal is a description in present tense terms of what Sheepscot Valley Regional School Unit will look like and how it will function when it is operating at its best.

The mission statement and educational goals are subject to revision by the Sheepscot Valley Regional School Unit Board of Directors.

## **Mission Statement**

The mission of the Sheepscot Valley Regional School Unit is to educate each and every student to the fullest of his/her potential, enabling them to participate fully as productive and self-fulfilled members of a democratic society. The Sheepscot Valley Regional School Unit envisions strengthening community commitment to education and improving/maintaining comprehensive educational programs by managing resources wisely, creatively, equitably and cost effectively.

### **Educational Goals**

- Each school ensures a comfortable, safe environment providing an atmosphere of support and respect for others.
- A cohesive, personalized and challenging curriculum directed toward future aspiration.
- Rich educational experiences and high quality curriculum materials are equitably provided for students to prepare them with basic as well as complex skills and knowledge, intellectual curiosity, creativity, a strong work ethic and the ability to function effectively with others.
- The complexity and diversity of individual learners is recognized and accommodated.
- Resources are maximized to serve students more fully.
- Talented and dedicated staff members who are positive role models for students and community members are recruited and maintained.
- Schools work in cooperation with the local communities for the sharing of resources for the continuous improvement of student achievement.
- Nurture an environment that is conducive to change.

### **Potential Educational Advantages**

Consistent with the previously outlined goals, the following ideas suggest some of the opportunities that bear further investigation for the feasibility within the Sheepscot Valley Regional School Unit:

1. Students with similar interests could be grouped for co-curricular or extra-curricular activities (i.e. sports such as Lacrosse, skiing, activities such as theatre, music, art, clubs such as math clubs, community service organizations);
2. Offerings in the allied arts could be expanded through sharing of staff and costs;
3. Special educational programming could be coordinated depending upon student needs (i.e. day treatment, gifted & talented);
4. Regular educational programming could be expanded (i.e. advanced math classes, additional science labs, foreign language, developmental kindergarten, pre-school programs);
5. Technology could be enhanced by consolidated and coordinating resources;
6. Alternative programs could be expanded to meet the needs of students with atypical learning styles;
7. Professional development opportunities for staff members could be coordinated to maximize use of time and resources;
8. Availability of library and media materials could be expanded through inter-library loans;
9. Community resources could be catalogued and made available to staff and students;
10. Volunteer hours could be increased and used more effectively through coordination and training of potential volunteers.

## **(1) School Administration Units**

The units of school administration to be included in the proposed reorganized regional school unit.

The proposed regional school unit includes the following school administrative units, or such of them as approve this plan in satisfaction of the requirements of section 11 (Plan if One or More Towns reject Consolidation Plan) for the formation of the regional school unit;

- A. Town of Alna, a municipal school unit.
- B. Town of Chelsea, a municipal school unit.
- C. Town of Palermo, a municipal school unit.
- D. Town of Somerville, a municipal school unit.
- E. Town of Westport, a municipal school unit.
- F. Town of Whitefield, a municipal school unit.
- G. Town of Windsor, a municipal school unit.
- H. Town of Wiscasset, a municipal school unit.

## **(2) Composition of Governing Body**

The term "vote" shall always refer to a weighted vote.

**The RSU board shall have 20 members, with votes weighted as indicated below.**

	<b>Town Votes</b>	<b>RSU Members</b>	<b>Votes/Member</b>
<b>Alna</b>	683	2	342
<b>Chelsea</b>	2688	3	896
<b>Palermo</b>	1358	2	679
<b>Somerville</b>	537	2	269
<b>Westport</b>	821	2	411
<b>Whitefield</b>	2234	3	745
<b>Windsor</b>	2297	3	766
<b>Wiscasset</b>	3871	3	1291
	14489	<b>20</b>	
<b>Majority</b>			7245



### **(3) Method of Voting of Governing Body**

1. At the first meeting of the RSU board, lots will be drawn for initial term lengths, consistent with section 1472-B. For representatives of municipalities with three **members** (Chelsea, Whitefield, Windsor, and Wiscasset) one director will serve a one-year term, one a two-year term, and one a three-year term. Directors from municipalities with two members (Alna, Palermo, Somerville, and Westport Island) will draw lots so that each town has one director with a two-year term and one director with a three-year term. Subject to the requirements of section 1472-B and other applicable law, this method will also be used to establish initial terms of directors from any municipality that joins the RSU at a later date.
2. The initial weights of votes will be the population of each town (from the 2006 estimated census) within the RSU divided by that town's number of members on the RSU board. After each federal decennial census, the RSU board shall submit an apportionment determination request to the commissioner pursuant to 20-A MRSA Section 1475.
3. A majority vote on a motion is determined by the majority of the weighted votes of those present and voting except when otherwise required by law or another provision of this plan.
4. The closing of a school shall require at least 2/3 of the total number of votes or membership of the full RSU board in accordance with 20-A M.R.S.A. § 1511, with the exception of any units whose local school committee has taken formal action prior to the formation of the RSU.
5. A supermajority vote, consisting of at least 2/3 of the total number of votes of the full RSU board is required to change or amend this plan. The supermajority vote is required for both the first and second readings of any proposed changes or amendments. Any amendments to this plan must also be approved by a majority of the voters in the Sheepscot Valley Regional School Unit.
6. The RSU board may designate issues on which a supermajority vote is required. It shall take a 2/3-majority vote of those present and voting to designate such issues. A 2/3-majority requirement may be repealed by a 2/3 majority vote of those present and voting.

#### **(4) Composition, Powers and Duties of Local School Committees**

A. Formation. Effective 3 years after the initial starting date of the RSU, any member town's municipal officers may petition the RSU board for a local school committee. Petitions will be approved by the RSU board unless the petition is rejected for one or more specific reasons, which will be provided in writing to the municipal officers. If the petition is rejected, the municipal officers may schedule a municipal referendum within 12 months from the date of the rejection on the question whether a local school committee shall be formed. If the voters in the municipality seeking a local school committee vote in this referendum in favor of formation of a local school committee, the local school committee shall be formed and shall have the functions approved by the voters. Petitions from an individual town may only be submitted once in each 12-month period.

A petition or warrant article to create a local school committee must identify which of the local school committee functions are requested from among those allowed by law and provided for by RSU policy.

Members of a new local school board created under this section shall be elected under the provisions the municipality uses for its officers.

B. Elimination. A local school board may be terminated using a process parallel to that in section A.

C. Effective Date. The effective date of either the creation or elimination of a local school committee shall be the first day of the fiscal year following the action.

## **(5) Disposition: Real and Personal School Property**

- A. **Real Property and Fixtures.** Except as listed in Exhibit 5-A, all real property interests, including without limitation land, buildings, other improvements to realty, easements, option rights, purchase and/or first refusal rights, and all fixtures of the school departments of Alna, Chelsea, Palermo, Somerville, Westport Island, Whitefield, Windsor and Wiscasset shall be conveyed to the Sheepscot Valley Regional School Unit. The RSU board may require such deeds, assignments or other instruments of transfer as in its judgment is necessary to establish the right, title and interest in such real property and fixtures.

The real property interests and associated fixtures that shall not be transferred are listed in Exhibit 5-A. All real property and fixtures not listed in Exhibit 5-A shall be transferred to the Sheepscot Valley Regional School Unit. The non-transferred property, shall become property of the municipality in which it is located, unless otherwise specified in this plan.

- B. **Personal Property.** All other tangible school personal property, including movable equipment, furnishings, textbooks and other curriculum materials, supplies and inventories of the school departments of Alna, Chelsea, Palermo, Somerville, Westport Island, Whitefield, Windsor and Wiscasset shall become property of the RSU, except as listed in Exhibit 5-B.

The RSU board may require such bills of sale or other instruments of transfer as in its judgment is necessary to establish the RSU's right, title and interest in such property. It is recommended that the RSU board develop a policy regulating movement of equipment from one building to another.

- C. **Agreements to share or to jointly own property.** In cases where real or personal school property is shared or is jointly used by an SAU with a municipality or other party, the disposition of such property shall be as set forth in Exhibit 5-C.
- D. Buildings, grounds and facilities will be available to member communities of the Sheepscot Valley RSU for community functions as per RSU board policy to be developed on conjunction with town boards or administrators, provided that final decisions on school policies shall be made by the RSU board.

## **(6) Existing Indebtedness and Lease-Purchase Obligations**

- A. Bonds, Notes, Lease Purchase Agreements that the Sheepscot Valley Regional School Unit Will Assume. The Sheepscot Valley RSU shall assume liability to pay the Bonds, Notes and Lease Purchase agreements as specified in Exhibit 6-A and the accompanying Table.

Additionally, other bonds, notes and lease purchase agreements issued by an SAU before the operative date of the Sheepscot Valley RSU shall be assumed by the RSU provided the SAU issued the bond, note or lease purchase agreement in the normal course of its management of the schools for an essential purpose to replace its existing facilities and existing items of equipment that are no longer serviceable or to keep them in normal operating condition.

- B. Bonds, Notes and Lease Purchase Agreements that the Sheepscot Valley Regional School Unit will Not Assume. Pursuant to 20-A M.R.S.A. 1506(4), the Region does not assume the bonds, Notes and Lease Purchase agreements specified in Exhibit 6-B, if any, which shall continue to be paid by the original members of the SAU indicated, and the Sheepscot Valley RSU shall serve as fiscal agent for the SAU for that purpose.
- C. New Capital Project Debt that the Sheepscot Valley Regional School Unit will Issue and/or Assume. If the voters or other applicable legislative body of an SAU has authorized the issuance of bonds for a school construction or a minor capital project, but the SAU has not issued all of the authorized permanent bonds for that project, the Sheepscot Valley RSU Board shall issue bonds or notes to finance the completion of that project and to refund any temporary notes that the SAU issued for that project, as required by 20-A M.R.S.A. 1506(5). With respect to such new project debt, the RSU shall assume liability to pay the bonds, notes and leases purchase agreements listed in Exhibit 6-C.
- D. New Capital Project Debt that the Sheepscot Valley Regional School Unit will Issue but Will Not Assume. If the voters or other applicable legislative body of an SAU has authorized the issuance of bonds for a school construction or a minor capital project, but the SAU has not issued all of the authorized permanent bonds for that project, the Sheepscot Valley RSU Board shall issue bonds or notes to finance the completion of that project and to refund any temporary notes that the SAU issued for that project, as required by 20-A M.R.S.A. 1506(5). With respect to such new project debt, the RSU will not assume liability to pay the bonds, notes and leases purchase agreements listed in Exhibit 6-D.

- E. Defaulted Debt is Excluded from Being Assumed. Notwithstanding anything in this plan to the contrary, except where legally required to do so, the Sheepscot Valley RSU will not assume any bond, note or lease agreement as to which the SAU is in breach or has defaulted.
- F. Other Debt not Assumed. Except as provided in this section of the Plan, the Sheepscot Valley RSU will not assume liability for any bonds, notes or lease purchase agreements issued by an SAU prior to the operative date of the RSU.

## **(7) Assignment of Personnel Contracts, Collective Bargaining Agreements and Other Contractual Obligations**

- A. School Personnel Contracts. All personnel contracts, collective bargaining agreements, and other contractual obligations of the existing Alna, Chelsea, Somerville, Palermo, Westport Island, Whitefield, Windsor, and Wiscasset School Departments are listed in Exhibit 7-A pursuant to section XXXX-43 (5) of Title 20-A MRSA. Individuals on the list who are employed on the day before the operational date shall become employed by the Sheepscot Valley Regional School Unit as of the operation date, and their contracts shall be assumed by the RSU on the operational date. This provision does not prevent the existing Alna, Chelsea, Somerville, Palermo, Westport Island, Whitefield, Windsor, and Wiscasset School Departments from terminating or non-renewing the employment of employees in accordance with applicable law before the operational date of the RSU. The list shall be updated and made final no later than the day before the operation date of the RSU.

The duties and assignments of all employees transferred to the Sheepscot Valley School Unit shall be determined by the Superintendent of the RSU or his /her designee.

- B. School Collective Bargaining Agreements. The collective bargaining agreements attached as to which the Alna, Chelsea, Somerville, Palermo, Westport Island, Whitefield, Windsor, and Wiscasset School Departments are party shall be assumed by the Sheepscot Valley Regional School Unit as of its operational date. All of the employer's rights and responsibilities with respect to collective bargaining shall be fully assumed by the RSU as of the Unit's operational date.
- C. Other School Contractual Obligations. With the exception of audit contracts, the Sheepscot Valley School RSU shall accept all new and existing service contracts of the Alna, Chelsea, Somerville, Palermo, Westport Island, Whitefield, Windsor, and Wiscasset School Departments up to 6/30/2010 and in effect on the operational date of the Sheepscot Valley Regional School Unit. Audit contracts for the FY09 school year shall be encumbered by the original district and the existing audit contract will be terminated on June 30, 2009.

**Existing Personnel**

<b>Central Office Staffing 2007-2008</b>	<b><u>Union # 132</u></b>	<b><u>Union # 133</u></b>	<b><u>Wiscasset</u></b>
Superintendent/full time	66%	66%	100%
Assistant Superintendent	66%		
Director, Special Ed	10%	20%	100%
Curriculum & G/T Coordinator			100%
Business Mgr			100%
Finance Manager		20%	
Director, Transportation & Maintenance			100%
Adult Ed Director	50%	40%	100%
Food Service Director			100%
Computer/Tech Coordinator			100%
Accounts Receivable Secretary	66%		50%
Administrative Payroll Secretary	66%		50%
Administrative Assistant	33%	100%	100%
Special Education Secretary	33%	100%	100%

	Alna	Chelsea	Palermo	Somerville	Westport Island	Whitefield	Windsor	Wiscasset
Principals/Administration /Guidance Counselors & Social Workers								
Principal (K-8)		1	.4	.2		1	1	
Principal (K-4)								1
Principal (5-8)								1
Principal (9-12)								1
Asst Principal/Athl Dir							1	1
Guidance Counselor								1.66
Social Worker								2.5
Technology		1	2 P/T			.5	1	1
Admin Asst/Secretary		2		1			2	5.5
Support Staff								
Head Custodian		1				1	1	3
Custodians		2	2	.5		1	1.5	5
Lead Bus Driver		1				1	.1	.25
Bus Driver	2	4	3	1	2	3	4.9	7
Bus Mechanic								1
Ed Tech 1		1	2	0		5	3	3
Ed Tech 2		9	0	1		3	4	17
Ed Tech 3		2	6	2		3	13	5
Food Services Assistant		2	3	1		1	2	6
Food Services Specialist		1				1	1	2
Maintenance								1
Nurse		P/T	P/T	P/T		P/T	P/T	2

*NOTE: Some positions are part-time (P/T)*



## **(8) Existing School Funds and Financial Obligations**

*Including undesignated fund balances, trust funds, reserve funds  
and other funds appropriated for school purposes*

- A. Existing Financial Obligations. Pursuant to Section XXXX-36(5) of Title 20-A M.R.S.A., the disposition of existing financial obligations is governed by this plan.

Existing financial obligations shall include the following:

- (i) all accounts payable;
- (ii) to the extent not included as accounts payable, any financial obligations which under generally accepted accounting principles would be considered expenses of Alna, Chelsea, Palermo, Somerville, Westport Island, Whitefield, Windsor and Wiscasset for any year prior to the year the Sheepscot Valley RSU becomes operational except, however, accrued wages and benefits; and
- (iii) all other liabilities arising under generally accepted accounting principles that can be reasonably estimated and are probable.

Each SAU shall satisfy its existing financial obligations from all legally available funds. If an SAU has not satisfied all of its existing financial obligations, the SAU shall transfer sufficient funds to the Sheepscot Valley RSU to satisfy its remaining existing financial obligations, and the Sheepscot Valley Regional School Unit Board shall be authorized to satisfy those existing financial obligations on behalf of the SAU. If the SAU does not transfer to the Sheepscot Valley Regional School Unit sufficient funds to satisfy its existing financial obligations, then to the extent permitted by law, the Sheepscot Valley Regional School Unit Board may satisfy those obligations from balances that the SAU transfers to the RSU. If the available balances transferred are insufficient to satisfy the SAU's existing financial obligations, or are not legally available for that purpose, the RSU Board may take any action permitted by law so that all of the municipalities of the Region are treated equitably with respect to the unsatisfied existing financial obligations of an SAU. For example, to the extent permitted by law, the Sheepscot Valley RSU Board may satisfy the unpaid existing financial obligations of an SAU in the same manner and with the same authority as for the unassumed debt under the provisions of 20-A M.R.S.A. 1506(4).

Additionally, to the extent permitted by law, if in the judgment of the Sheepscot Valley RSU Board it must raise funds from all its members to satisfy existing financial obligations of an SAU, the RSU board also shall be authorized to raise additional amounts for the purpose of making equitable distributions (which may be made in the form of credits against assessed local shares of the Region's approved budget) to those RSU members that would otherwise bear costs attributable to unsatisfied existing financial obligations of an SAU for which they had no financial responsibility. The intent of the preceding sentence is that financial responsibility for unsatisfied existing financial obligations of an SAU be borne by its members and not by the other members of the region.

- B. Remaining Balances. The balance remaining in SAU school accounts after satisfying existing financial obligations in accordance with this Plan shall be paid to the treasurer of the Sheepscot Valley RSU, verified by audit and used to reduce that SAU's contribution as provided by Section XXXX-43(4), except as otherwise provided in this Plan. Transfers of remaining balances may occur within the period specified by Section XXXX-43(4), or, at any time before an SAU has closed its accounts and ceased normal operations.
- C. Reserve Funds. Participating municipalities and SAUs shall transfer remaining balances of reserve funds to the Sheepscot Valley RSU, except as otherwise specified in this plan. Unless otherwise provided by applicable law, a transferred reserve fund shall be used in accordance with its original purpose to benefit a school or schools of a SAU. Transferred reserve funds shall be subject to Title 20-A M.R.S.A. § 1491, except that the transfer of funds in a reserve fund or a change in purpose of the fund may only occur in such manner that the funds continue to benefit the members of the SAU that transferred that reserve fund to the RSU.
- D. Scholarship Funds. Participating municipalities and SAU shall transfer remaining balances of scholarship funds to the Sheepscot Valley RSU except as listed in Exhibit 8-D. Scholarships shall be limited to the original pool of potential recipients, and distributed in the manner as to which they were intended, unless otherwise provided by the donor or by applicable law.
- E. Trust Funds. Participating municipalities shall transfer trust funds to the new RSU except as listed in exhibit 8-E. The RSU board shall be deemed the successor trustee for all purposes, except as provided by the trust or by applicable law.

## **(9) Transition Plan and Timetable**

### **A. Guiding Principle. The plan's guiding principle is to minimize disruption during school reorganization.**

A guiding principle of the plan is to ensure that the reorganization of the member schools in the Sheepscot Valley Regional School Unit minimizes as much as possible any disruption to the schools' educational programs.

Upon the Commissioner's approval of the Plan (assumed end-August, 2008), the RPC shall undertake such tasks as the following:

1. In accord with Section 12, undertake a methodical, detailed and comprehensive analysis to project transition costs and long-term savings from reorganization, and how such savings will be achieved. The analysis is to be completed in time for review by voters prior to the September, 2008 plan referendum, and should include a comparison of projected tax impacts with the school reorganization with projected tax impacts without school reorganization.
2. Review the current member school boards' budgets for fiscal year 2008-2009, and, where possible, propose that provisions be made in the budgets for funding transition costs in FY 2008-2009 to support the work of the Sheepscot Valley Regional School Unit Board until it is operational in FY 2009-2010, to be paid by the member municipalities in accordance with the cost sharing agreement. An estimate of \$35 per student is suggested (for planning purposes only).
3. Provide information to the voters on the member municipalities regarding the plan and its implementation status, educational benefits and costs.
4. Complete such other pre-reorganization tasks as may be appropriate.

The Regional Planning Committee shall be dissolved upon the initial convening of the Sheepscot Valley Regional School Unit Board.

- B. Reorganization Timetable. The timetable for adoption and implementation of the reorganization Plan is as follows: (Refer to Appendix 9 for detailed timeline)
- **September 24<sup>th</sup>, 2008:** Submit reorganization Plan to form the Sheepscot Valley Regional School Unit to the Commissioner of Education for approval. (Assume approval end-September, 2008)
  - **November 4<sup>th</sup>, 2008:** The reorganization plan to form the Sheepscot Valley Regional School unit is submitted by referendum to the voters of the member towns.
  - **January, 2009:** The RSU Board members are elected;
  - **January thru April, 2009:** Sheepscot Valley Regional School Unit Board of Directors hires a superintendent, consolidates policies and procedures, develops an RSU budget for FY 2009-2010 and performs other consolidation duties as outlined in the Transition Timeline.
  - **Spring 2009:** Referendum Validation Process for the RSU Budget, FY 2009-2010.
  - **July 1, 2009:** The Sheepscot Valley Regional School Unit is operational.
- C. Transition Plan for the RSU from FY 2008/09 to FY 2009-/10. In accordance with 20-A M.R.S.A. § 1461-A, the Sheepscot Valley Regional School Unit Board of Directors shall establish interim rules of procedure and shall elect interim officers who shall serve until officers are elected at a meeting following the operational date of the Sheepscot Valley Regional School Unit.

The Sheepscot Valley Regional School Unit Board shall select a superintendent of schools in accordance with Sections 1051 and 1461-A(1) of Title 20-A. During the interim period, the salary, office and other expenses of the superintendent, as well as the cost of the Sheepscot Valley Regional School Unit Board, including insurance, shall be allocated to the member towns in accordance with the cost sharing plan.

The Sheepscot Valley Regional School Unit Board shall propose and approve a recommended budget in accordance with 20-A M.R.S.A. 1461-A for the first operational year for submission to the voters in the Sheepscot Valley Regional School Unit.

- D. Transition Plan for Personnel and Other Policies. All personnel and other policies existing in the previous school districts shall continue to apply (and with the personnel policies, to the same employment positions) after they become part of the Sheepscot Valley RSU until such time as the Sheepscot Valley RSU Board and superintendent develop and adopt unit-wide policies in accordance with applicable law, for application after the Sheepscot Valley RSU's operational date.
- E. General Authority of the RSU Board to Implement the Plan. The Sheepscot Valley RSU Board shall be authorized to take all other actions and shall have all other authority provided under state law in accordance with 20-A M.R.S.A. § 1461-A(3) to prepare for the Sheepscot Valley Regional School Unit to become operational on July 1<sup>st</sup> of the first operational year.
- F. Relationship Between RSU Board And Existing School Boards During Transition Period. Transitional board. This section describes the powers and authorities of the RSU board that has been elected subsequent to the electorate's decision to form an RSU, but prior to the official start date of the RSU. Pursuant to 20-A MRSA 1461-A, this body:
1. selects a superintendent;
  2. prepares and approves the annual budget for the first fiscal year of the RSU;
    - a) At its first meeting, the interim RSU board shall elect an interim finance committee, to serve until the start-up date of the RSU. The finance committee shall meet individually with each local school committee to review and assume responsibility for the following year's budget at whatever state it exists at that time. The finance committee may invite participation in any of these local meetings from local school board members or any others they see fit whose participation they feel will facilitate this process. It is recommended that the finance committee solicit from each local school committee one representative to serve on the finance committee in a non-voting capacity.
    - b) Nothing in this section prohibits the finance committee from requesting follow-up meeting(s) with any local school committee or other body.

3. expends start-up funds for the RSU; and,

Start-up funds of \$80,000 are authorized, with distribution of those costs as provided in law. This amount may be increased by a specific amount by a vote of the interim RSU board, subject to local school committees approving the disbursement of funds from their resources.

4. takes all other actions provided under state law to prepare the RSU to become operational on July 1 for the first operational year, including incurring expenses to be allocated among the RSU's member school administrative units in accordance with the cost-sharing formula.

### **(10) Public Meetings Held to Prepare For the Reorganization Plan**

Refer to Appendix 10

## **(11) Plan if One or More Towns Reject Consolidation Plan**

1. If one or more municipality's voters reject the plan, but the municipalities supporting the plan have 1200 or more qualifying students, the RSU will form with the supporting towns.
2. If the towns whose voters adopt the plan have fewer than 1200 but no less than 1000 students, a reconstituted RPC will reconvene with representatives of the towns that voted favorably. The reconstituted RPC will consider canvassing surrounding towns seeking additional partners. If, after this effort, the RSU still has less than 1200 but no less than 1000 students, it may seek approval as a regional school unit pursuant to PL 2007, Ch. 240, Sec. XXXX-36(6).

If this request is rejected, the RSU will not form and each town will become an independent municipal school system and be authorized to seek whatever opportunities are lawful at that time.

3. If Wiscasset's voters reject the plan, the Sheepscot Valley RPC will reconvene to seek guaranteed placements for all secondary students and resubmit plan to Commissioner for approval and to voters as required under law.

In any of the cases in this section, the cost sharing formula will apply and the governance structure will include the same number of directors for each municipality as would have been the case if all towns had adopted the plan.

All other provisions of the plan would apply as approved unless they violate the law, in which case those provisions alone would be renegotiated by the interim RSU members of supporting towns and decided by majority vote.

### **Adding Municipalities to RSU**

If the voters of any town represented on the Sheepscot Valley RPC reject the consolidation plan, that municipality may be added to the RSU at the start of the next fiscal year without prejudice if their voters, in a follow-up vote, approve the plan within 6 months of the date of initiation of the RSU.

If, after the RSU has been in operation for one or more years, a non-participating school administrative unit would like to be added to the RSU, 20-A M.R.S.A. § 1465 shall apply.

## **(12) Estimate of Cost Savings to be Achieved**

NOTE: Estimate does not include potential merger costs, which are likely to offset savings in the short term.

- A. System Administrative Costs (General). The planned FY2009 per pupil system administration costs for Wiscasset, the Union 133 Towns of Windsor, Somerville and Palermo, the Union 132 Towns of Chelsea and Whitefield, exceed \$204. The table below presents this information for FY09. These costs are targeted for reduction by the State Department of Education and the Sheepscot Valley Regional School Unit, and include: superintendent's office and school committee. They do not include special education administration.

<b>School Unit:</b>	<b>FY2009 Planned Per Pupil Cost:</b>
Alna	\$222
Chelsea	\$366
Palermo	\$302
Somerville	\$302
Westport Island	\$280
Whitefield	\$366
Windsor	\$302
Wiscasset	\$612

**Regional Per Pupil Average: \$396**

- B. System Administrative Staff. Beginning July 1, 2009, the Sheepscot Valley Regional School Unit will REDUCE staff for System Administration, from the current level of 10 FTE's in the categories of: Superintendent, Asst. Superintendent, Finance Manager, Finance Assistant, Administrative Assistant and Secretary), to a consolidated level of 7.5 FTEs. This equates to a REDUCTION of 2.5 FTEs, which is 25% FEWER personnel.

For comparative purposes only, FY08 state average salaries (Re: Maine D.O. E. Administrative Model #2-System size of 2500 students), were used in comparison to current staff salary and benefit data (From FY09 proposed central office budgets in Wiscasset, Union 133 Towns of Windsor, Palermo and Somerville and Union 132 Towns of Chelsea and Whitefield). The resulting estimate for 7.5 FTEs, at state average salary/benefits is LOWER than current planned expenditures in FY09 for 10 FTEs.



### C. RSU Central Office Staff for System Administration:

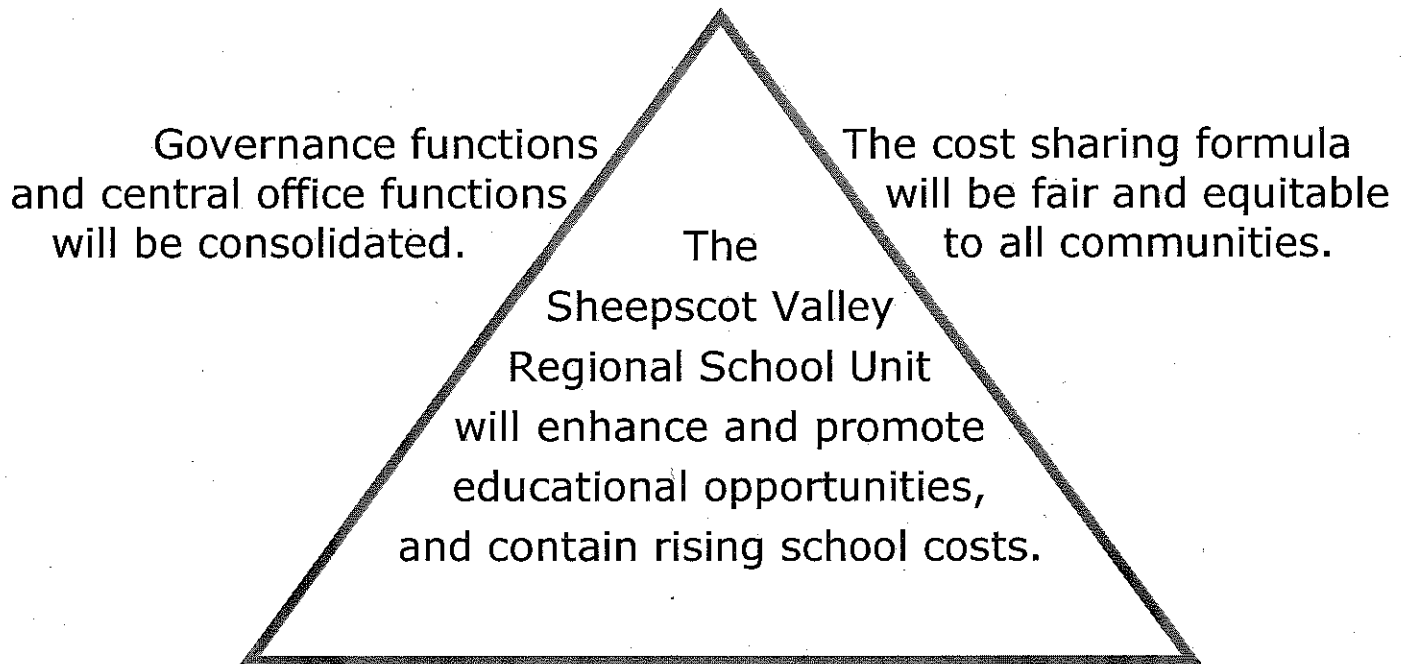
<b>Position:</b>	<b>RSU:</b>	<b>Current:</b>	<b>Differential:</b>
Superintendent	1	2.33	<1.33>
Asst. Superintendent	1	.66	.34
Finance Manager	1	1.2	<.2>
Financial Asst/Bookkeeper	3	2.3	.7
Administrative Assistant	1	2.5	<1.5>
Secretary/Clerical	.5	1	<.5>
<b>TOTAL:</b>	<b>7.5</b>	<b>10</b>	<b>&lt;2.5&gt;</b>

In consideration of employment terms for administrators (Pre-consolidation), the RSU must assume for planning purposes, that existing central office superintendents and assistant superintendents will be "absorbed" either in central office, or critical business-related roles. The RSU Board, in accordance with applicable law, will determine duty assignments and compensation (Which shall not be reduced as a result of consolidation) of existing system administrators for the duration of current contract terms. By law the Sheepscot Valley RSU Board shall employ the following administrators for the duration of terms shown, unless acceptable alternatives are developed by mutual agreement:

<b>Name/Title:</b>	<b>System(s):</b>	<b>Term Ending Date:</b>
Mr. Francis Boynton Superintendent <i>- (66% of Current to New RSU)</i>	Chelsea, Whitefield	June 30, 2012
Mr. Jay McIntire Superintendent <i>- (Full-Time, 100% of Current to New RSU)</i>	Wiscasset, Alna, Westport Island	June 30, 2013
Mr. Gregory Potter Superintendent <i>- (Part-Time, 100% of Current 180 Days to New RSU)</i>	Windsor, Palermo, Somerville	June 30, 2010
Mrs. Elaine Nutter Asst. Superintendent <i>- (66% of Current to New RSU)</i>	Chelsea & Whitefield	June 30, 2012

### **(13) Other Matters Determined to be Necessary**

#### **Sheepscot Valley RSU Communication Plan**



Working together we will preserve existing educational excellence and provide new opportunities for our communities.

#### **RSU Board Vacancy**

The RSU board is recommended to adopt a policy addressing RSU board-declared vacancy caused by absenteeism at its earliest practical convenience.

#### **School Calendar**

The interim RSU board may allow variations in school calendar in the first operational year, as necessary to align as much as is practical with applicable vocational educational centers and receiving high schools.

## **(13-A) Plans to Reduce Administration, Transportation, Building/Maintenance and Special Education**

Re: Sec. XXXX-26, Parameter F:

A. Adverse Effect to Instruction in FY 2008-2009. The Sheepscot Valley Regional School Unit will not be constituted for FY 2008-2009, (Start up date intended for July 1, 2009). Administrative functions and duties of non-instructional personnel for system administration, transportation, special education and facilities and maintenance will not be affected in 2008/2009, thus rendering Sec. XXXX-26, Parameter F "non-applicable."

B. System Administrative Facilities. In addition to personnel reductions, the RSU will consolidate facilities for system administration from the current equivalent of 2.66 (with utilities and overhead, such as rent, property and casualty insurance, fire/burglar alarm monitoring, contracted services, heat, electricity, telephone etc.), to just one (1) facility. This would equate to a 62.41% reduction in actual (physical) facilities. An estimate of savings in real dollars is somewhat difficult; however, assuming that one facility of adequate size to house administrative functions is sufficient, an approximate annual cost of \$60,000 vs. current combined costs of approximately \$90,000.00, could result in a 33% REDUCTION in these expenses.

*Note: The above estimate includes space needed for administration of business functions, but does not assume sufficient space to house adult education or alternative education for secondary students.*

C. Summary. Consolidation's estimated potential effect on regional per pupil cost of system administration, using FY 2009 planned regional costs:

1. New RSU: \$317 pp
2. Using \$317 = \$79 pp

**Consolidated Potential of:  
\$79 per pupil SAVINGS, or 20% per pupil**

In sum, from a fiscal standpoint, when considering the long-term impact of consolidation on system administrative efficiency, it appears that no adverse impact on instructional programming will result; however, costs associated with merging school systems in the proposed region will likely offset these savings in the short-term.

## **(13-B) Cost Sharing in Regional School Unit**

A. Guiding Principles for Cost Sharing. The following Guiding Principles were used in developing the cost sharing plan:

1. Cost sharing will be done in as fair and even-handed manner as possible for each member town.
2. Sheepscot Valley RSU will seek to achieve maximum efficiency within the framework of providing high quality education to our students in the use and sharing of all resources.

B. First Three Years of Operation. The School Administrative Units coming together in the Sheepscot Valley Regional School Unit agree to share costs in accordance with Total Local Contributions of the School Administrative Units for fiscal year 2008-2009 (Total Local Contribution is the sum of all amounts raised for fiscal year 2008-2009 for the K-grade 12 school budget, including the amount raised by applying the mill rate expectation to state valuation for the local share of EPS costs, additional local funds amount, and non-state funded debt service amount, plus all other locally provided funds appropriated for the K-grade 12 budget from other sources, including carry forwards, and reserve funds) in the following manner:

Using the Total Local Contribution of each SAU for Fiscal Year 2008-2009, the school year immediately preceding the year the SVRSU is formed, a percentage for each SAU of the sum of the Total Local Contributions for the entire SVRSU will be established. This percentage will be applied to the amount that is raised in the budget for the SVRSU in the first three years of operation. The following is an example of how this would apply:

<b>Town</b>	<b>2007-2008 Total Local Contribution</b>	<b>Percent of Allocation in First Three Years</b>
<b>Alna</b>	\$797,551	5.95%
<b>Chelsea</b>	\$1,681,565	12.54%
<b>Palermo</b>	\$1,242,698	9.26%
<b>Somerville</b>	\$781,631	5.83%
<b>Westport Island</b>	\$1,084,582	8.09%
<b>Whitefield</b>	\$1,843,612	13.74%
<b>Windsor</b>	\$1,333,644	9.94%
<b>Wiscasset</b>	\$4,647,874	34.65%
<b>Total</b>	\$13,413,157.00	100%

Notwithstanding anything to the contrary in this Plan, however, each municipality shall raise the amount established by Section 15688(3-A) of Title 20-A as its required contribution to the "total cost of education," as that term is defined in Section 15688 of Title 20-A, that is appropriated by the RSU, and any additional amount required hereunder shall be for purposes of local cost sharing. If the amount raised by a municipality under this formula results in an amount that is greater than the amount that the municipality is required to raise as its share of the RSU's budget, the additional amount raised shall be reallocated to the other municipalities under the "Tax Distribution Safety Net" provision of this Plan.

- C. Subsequent Years of Operation. Within the first three years of operation the RSU Board will review the percentages of actual Total Local Contributions and may in accordance with the provisions for Altering the Cost Sharing Agreement, develop an alternate cost sharing formula for a minimum of three years.

Local adult education costs shall be shared according to the cost sharing formula.

The cost share formula will remain in effect unless altered in accordance with the process outlined in the "Altering the Cost Sharing Formula" (section E).

- D. Taxation Distribution Safety Net. In any fiscal year in which the application of the RSU's funding formula would otherwise result in one or more towns having a total decrease of local tax dollars raised for education<sup>1</sup> of 3% or more, the following will apply:

1. Each town described above (contributors) will raise additional tax dollars equal to half of the difference between their prior year's tax burden and that anticipated under the RSU funding formula.
2. Additional monies raised under #1 will be used to reduce the tax burden of any towns in the RSU anticipating an increase in total local tax burden that exceeds 3% (receivers). These reductions will be distributed among such towns on the basis of their proportional increase above 3% of the total local contribution from the prior year until each has no larger year-to-year increase than 3%, to the extent possible. Since the initial cost sharing formula is based upon fixed percentages. It is recognized that this provision will not have applicable effect unless the initial cost sharing formula has been changed.

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<sup>1</sup> For purposes of this section, "local tax dollars raised for education" means the tax dollars raised to serve the purposes of the RSU. It does not include taxes raised for other educational purposes or for purposes that are otherwise required by law to be the obligations of municipalities, not the RSU.

3. In any year when the amounts raised under #1 exceed the amounts needed to hold local taxation amounts constant, the additional monies raised shall be invested in an account to be used for major capital expenses of the RSU, or as otherwise authorized by the RSU voters.
4. If in any given year the RSU board determines that it has adequate money invested in its long-term capital improvement account to meet its foreseeable needs, it may redirect the additional funds realized under #3 for other educational purposes, in accordance with the approved budget or other authorization by the RSU voters.

E. Altering the Cost Sharing Formula. If the Board in its sole discretion decides that the cost sharing formula should be revised , effective for operational year four or thereafter, in order to provide greater balance in the cost sharing agreement, the Board shall utilize the following procedure to make any changes it deems advisable:

1. The Board shall conduct a review and study of the cost sharing formula as it has been used during the prior three years or more and the implications of its continued use for subsequent years. In doing so, the Board shall consider variations in local costs that have occurred as a result of implementation of the cost sharing plan.
2. The Board may choose to conduct the review as a full Board, or to assign it to an appropriate Board sub-committee. By majority vote the Board may determine to employ a qualified consultant or consultants to conduct the review and bring any recommended changes to the Board for consideration.
3. If cost sharing changes are recommended by the Board, the Board will present those changes for discussion and review at a public hearing held for the residents of the RSU.
4. Following the public hearing, the Board shall complete a final review and consideration of the recommended changes as part of a regularly announced Board meeting. The Board may amend the proposed changes to the cost sharing formula presented at the public hearing.
5. If the Board decides to proceed with changes to the cost sharing formula, the changes shall be presented to the public for ratification through a District wide referendum or a District wide meeting. The Board may also choose to include such changes as part of the regularly scheduled District Budget meeting or at the following District Budget validation referendum.

6. The meeting (or referendum) will be preceded by a public hearing on the proposed changes at which time, a complete impact analysis of the changes will be explained to the public both in writing prior to the hearing and verbally at the hearing. The writing shall be deemed sufficient if made available on the RSU website prior to the hearing and made available at the hearing. An objection to the availability, sufficiency or accuracy of the impact analysis or explanation shall not be a sufficient basis to enjoin or invalidate the public hearing or the subsequent District wide meeting (or referendum) if called by the Board, or to overturn the action of the voters at that meeting (or referendum).
7. The voting process and public hearings will otherwise be conducted in compliance with applicable state law and RSU Board policy.
8. The RSU Board shall review the cost sharing plan in the above manner at least every five (5) years, for the purpose noted in statement #1 above. Any change in the cost sharing formula shall become effective for the first budget year commencing at least 90 days after the action of the voters, and shall remain in effect for a minimum of three (3) years.
9. Notwithstanding the previous subsection, should the Board decide not to consider any changes in the formula in the years designated for review, a petition signed by a number of voters that is at least 10% of the number of voters from the RSU who voted in the last gubernatorial election or 20% of voters of a member town in the last gubernatorial election shall cause the Board to conduct the review and to report the decisions that come from that review at a regularly scheduled meeting of the Board.
10. The decision of the RSU Board with regard to recommending or not to recommend changes in the cost sharing agreement shall be final and binding on the RSU, unless State Statute provides for other means of addressing changes in the cost sharing agreement.

## **(13-C) Election of Initial Board of Directors**

### **Initial Election**

Election; interim secretary; duties. Pursuant to 20-A M.R.S.A. § 1472, within 30 days of the issuance of a certificate of organization for the regional school unit by the state board of education, the members of the school boards of the school administrative units within the regional school unit shall conduct a joint meeting for the purposes of electing an interim secretary of the regional school unit and determining a date for the election of the initial regional school unit board. The interim secretary shall notify the municipal officers of the member municipalities of the regional school unit of the date of the election. The election must be conducted in accordance with 20-A MRSA 1473, except that the election duties of the secretary and the regional school unit board must be performed by the interim secretary. The duties of the interim secretary are described in 20-A MRSA 1472-A.

### **Election Of Regional School Unit Board**

- A. Nominations. For the purpose of nominations, regional school unit board directors are considered municipal officials and must be nominated in accordance with Title 30-A, chapter 121 (MEETINGS & ELECTIONS) or with a municipal charter or ordinance, whichever is applicable.
- B. Special provisions. In the election for representation under the methods provided under 13-C Initial Election, the provisions of this subsection apply.
  - 1. Nominations for directors must be made on petitions provided by the regional school unit secretary. The petitions must be signed as provided in Title 30-A, section 2528, subsection 4 or, if the candidate is a voting resident in a municipality having a population of less than 200, signed by at least 20% of the registered voters of that municipality;
  - 2. The petitions must be submitted to the registrar of voters in the respective municipalities for certification of the voting residence of the nominee and of the voters signing the petition;
  - 3. The registrar of voters must return the certified petitions to the regional school unit secretary not later than 30 days prior to the date of the annual election to be held in the municipality;



4. The ballots must be prepared and distributed by the regional school unit secretary. It must give the number of offices to be filled and list the candidates by the municipality in which they are a resident;
5. Notwithstanding any other provision of law, regional school unit board directors must be elected by secret ballot;
6. If member municipalities do not all conduct the election for directors on the same date, then all ballots cast in the elections must be impounded by the clerk of each municipality:
  - A. After all municipalities have voted, the clerks and one or more election supervisors designated by the municipal officers of each municipality shall meet at an agreed-upon location and tally the ballots;
  - B. The tally must be completed within one day of the last member municipality election;
  - C. The election supervisors shall select from among their members a chair, who shall supervise the tally of ballots; and
  - D. The clerk of each municipality shall as promptly as possible after the election certify to the regional school unit board the result of the voting in that municipality; and
7. Any recount petitions must be filed with the secretary of the regional school unit, and recounts must be conducted in each member municipality, in accordance with applicable laws.

## **(13-D) School Choice**

**All school choice policies in effect on June 30, 2009 will be preserved in the RSU. The policies in effect on the date of this plan's submission are described herein. Copies of Alna, Chelsea and Westport Island's existing policies can be found in Appendix 13-D.**

- A. Regular Education Programs. The town of Wiscasset operates a K-12 school program for all students at present and this will be expected to continue into the new RSU.

The towns of Chelsea, Palermo, Somerville, Whitefield, and Windsor provide K-8 programs in self-contained programs in each town.

- B. Choice/Contract.

Prior to RSU formation the towns of Alna and Westport Island provide choice to all students in kindergarten through grade 12. These towns have contracts with the Wiscasset School Department stipulating that Wiscasset agrees to accept all of their students who elect to enroll at Wiscasset schools. Their contracts further stipulate that the Wiscasset School Committee sets a tuition rate not to exceed the allowable tuition rate established by the state. Both Alna and Westport Island School Departments have policies (JFAAA) that their towns "will pay tuition to receiving schools up to, but not to exceed, the contracted tuition rate." In practice, the contracts and policies have resulted in "insured value factor" being paid by parents, not the towns. Alna's policy is even more specific, stipulating that the "insured value factor" is not paid by the town, but is the parents' responsibility. This provision has been reviewed and found lawful by the attorney general's office. Private schools, upon their request, have received copies of these provisions and have billed parents.

Prior to RSU formation the town of Chelsea has two contracts as listed in the following chart and allows choice. By policy, if parents choose to send their student to a secondary school other than a contract school, the parents are required to pay 10% of the state average cost of tuition for that student to attend that secondary school.

Prior to RSU formation the towns of Palermo, Somerville, Whitefield, and Windsor provide 9-12 choice for all students. Students use up to the state average tuition rate to attend the D.O.E state-approved school of choice.

School choice provisions including the insured value factor are not to be changed as a result of this plan, except as required by law. Therefore, the following provisions shall govern school choice in the Sheepscot Valley RSU:

1. **Alna and Westport Island Residents:** Students in grades K-12 residing in Alna or Westport Island with their parent(s) or guardian with legal custody may attend:
  - A. a Sheepscot Valley RSU school; or
  - B. another public school or approved private school chosen by the parent(s) or guardian. Sheepscot Valley RSU shall pay the maximum allowable tuition pursuant to 20-A M.R.S.A. § 5804, § 5805 and § 5806. If the tuition payable to the choice school exceeds the Sheepscot Valley Regional School Unit tuition rate, the additional expense pursuant to 20-A M.R.S.A. § 1479, sub-section 5 shall be an additional local assessment to the responsible municipality. The municipality may then assess the parent(s) for the amount of tuition paid over the established tuition rate for the RSU, including the Insured Value Factor.
2. **Chelsea Residents:** Secondary students residing in Chelsea with their parent(s) or guardian with legal custody may attend:
  - A. a Sheepscot Valley RSU school;
  - B. a school in a school administrative unit with which the Chelsea School Department had a tuition contract as of the operational date of the Sheepscot Valley RSU, in which case the Sheepscot Valley RSU shall pay the tuition established by the contract; or
  - C. another public school or approved private school chosen by the parent(s) or guardian. Sheepscot Valley RSU shall pay the maximum allowable tuition pursuant to 20-A MRSA Sections 5804, 5805 and 5806. If the tuition payable to the choice school exceeds the Sheepscot Valley Regional School Unit tuition rate, the additional expense pursuant to 20-A MRSA Section 1479 sub-section 5 shall be an additional local assessment to the responsible municipality. The municipality may then assess the parent(s) for the amount of tuition paid over the established tuition rate for the RSU. Consistent with established policy prior to the operational date of the RSU, Chelsea may assess the parent(s) 10% of the maximum allowable tuition.
3. **Palermo, Somerville, Whitefield, and Windsor Residents:** Secondary students residing in Palermo, Somerville, Whitefield or Windsor with their parent(s) or guardian with legal custody may attend:
  - A. a Sheepscot Valley RSU school; or
  - B. another public school or approved private school chosen by the parent(s) or guardian. Sheepscot Valley RSU shall pay the maximum allowable tuition pursuant to 20-A M.R.S.A. § 5804, § 5805 and § 5806. If the tuition payable to the choice school exceeds the Sheepscot Valley Regional School Unit tuition rate, the additional expense pursuant to 20-A M.R.S.A. § 1479, sub-section 5 shall be an additional local assessment to the responsible municipality. The municipality may then assess the parent(s) for the amount of tuition paid over the established tuition rate for the RSU.

### Tuition Contracts

In existence at the date of this plan:

<u>SAU</u>	<u>Other Party</u>	<u>Description</u>	<u>Termination Date</u>
Alna	Wiscasset	K-12	annual
Chelsea	Augusta	9-12 (35% of students)	June 30, 2012
Chelsea	MSAD 16	9-12 (unlimited students)	June 30, 2012
Westport Island	Wiscasset	K-12	annual

### School Choice

<u>SAU</u>	<u>Description</u>	<u>Grades</u>
Alna	Parent/student choice of school	K-12
Chelsea	Parent/student choice of school	9-12
Palermo	Parent/student choice of school	9-12
Somerville	Parent/student choice of school	9-12
Westport Island	Parent/student choice of school	K-12
Whitefield	Parent/student choice of school	9-12
Windsor	Parent/student choice of school	9-12
Wiscasset	Provides a K-12 program in district	K-12

## **(13-E) Claims and Insurance**

The parties are aware of the lawsuits, administrative complaints, due process proceedings, notices of claim and other claims existing as of plan date approval, as follows:

A list of all claims existing at the time of RSU formation:

<b>Alna:</b>	None presently
<b>Chelsea:</b>	None presently
<b>Palermo:</b>	None presently
<b>Somerville:</b>	None presently
<b>Westport Island:</b>	None presently
<b>Whitefield:</b>	1 Workers Compensation claim
<b>Windsor:</b>	1 Workers Compensation claim active
<b>Wiscasset:</b>	None presently

## **(13-F) Vote to Submit Reorganization Plan to Commissioner**

Before submitting a reorganization plan to the Commissioner of Education the governing body of each school administrative unit adopted the following vote:

VOTED: That the provisions included in the school reorganization plan prepared by the Sheepscot Valley Reorganization Planning Committee to reorganize Alna School Department, Chelsea School Department, Palermo School Department, Somerville School Department, Westport School Department, Whitefield School Department, Windsor School Department, and Wiscasset School Department into a regional school unit with an operational date of July 1, 2009, are determined to be necessary within the meaning of Section XXXX-36(5)(M) and that the Superintendent of Schools be, and hereby is, authorized and directed to submit the school reorganization plan to the Commissioner of Education on behalf of this school administrative unit by August 15<sup>th</sup>, 2008.

*Note: Adoption of this vote does not necessarily mean that the governing body of the school administrative unit endorses the school reorganization plan. This vote is required in order for the school reorganization plan to include "such other matters as the governing bodies . . . determine to be necessary" under Section XXXX-36(5)(M) of the school reorganization law and in order for the plan to be submitted to the Commissioner of Education by the school administrative unit as required by Section XXXX-36(4).*

Date of public meeting at which each school committee voted to submit plan.

Alna	[08-11-2008]
Chelsea	[08-04-2008]
Palermo	[08-11-2008]
Somerville	[08-07-2008]
Westport	[05-27-2008]
Whitefield	[08-07-2008]
Windsor	[08-06-2008]
Wiscasset	[08-11-2008]

### **(13-G) RSUs With Fewer Than 2,500 Students**

The towns in Sheepscot Valley RSU have 2,215 K-12 students, as follows:

Alna	96
Chelsea	392
Palermo	216
Somerville	81
Westport Island	100
Whitefield	338
Windsor	419
Wiscasset	<u>573</u>
<b>Total</b>	<b>2215</b>

#### **Population density**

The RSU's 2,215 students are distributed across 8 towns covering approximately 224 square miles, for a total population density of 65 persons per square mile. See Appendix 1.

#### **Other unique circumstances**

The unique circumstance is the secondary choice concern raised by the communities.

### **(13-H) CTE Region(s)**

Not applicable to the Sheepscot Valley RSU.

## **APPENDICES**

Appendix 1 *	Regional Census Data and Population Density
Appendix 5	<b>Disposition: Property &amp; Fixtures Listing</b> <ul style="list-style-type: none"><li>➤ Exhibit 5-A – List of Real Property &amp; Associated Fixtures NOT to be Transferred</li><li>➤ Exhibit 5-B – List of Personal; Property, Furnishings, Curriculum Materials &amp; Inventories NOT to be Transferred</li><li>➤ Exhibit 5-C – List of Shared or Jointly Used Real or Personal Property to be Transferred</li></ul>
Appendix 6	<b>Disposition: Existing School Indebtedness and Lease-Purchase Obligations</b> <ul style="list-style-type: none"><li>➤ Exhibit 6-A – List of Bonds, Notes and Lease-Purchase Agreements for Which the RSU will Assume Liability</li><li>➤ Exhibit 6-B – List of Bonds, Notes and Lease-Purchase Agreements for Which the RSU will NOT Assume Liability</li><li>➤ Exhibit 6-C – List of Capital Project Debt for Which the RSU will Assume Liability</li><li>➤ Exhibit 6-D – List of Capital Project Debt for Which the RSU will NOT Assume Liability</li></ul>
Appendix 7	<b>Individual Employment Contracts</b> <ul style="list-style-type: none"><li>➤ Exhibit 7-A – Existing Personnel Contractual Agreements</li></ul>
Appendix 8	<b>Disposition: Existing School Funds and Financial Obligations</b> <ul style="list-style-type: none"><li>➤ Exhibit 8-D – List of Scholarship Funds that SHALL NOT be Transferred to the RSU</li><li>➤ Exhibit 8-E – List of Trust Funds that SHALL NOT be Transferred to the RSU</li></ul>
Appendix 9	Transition Timeline
Appendix 10	Public Meeting Documentation

*Note \*: not all sections have an associated appendix so numbering is not consecutive*



## **Appendix 1 - Regional Census Data and Population Density**

Based on 2006 State Data

	<u>Population Census</u>	<u>Square Miles</u>	<u>Density</u>
Alna	683	20.99	32.53930443
Chelsea	2688	19.59	137.2128637
Palermo	1358	43.54	31.18971061
Somerville	537	22.79	23.56296621
Westport Island	821	8.92	92.04035874
Whitefield	2234	47.47	47.06130187
Windsor	2297	35.5	64.70422535
Wiscasset	3871	24.76	156.3408724
<b>RSU TOTAL</b>	<b>14489</b>	<b>223.56</b>	<b>64.81034174</b>

## **Appendix 5 - Disposition: Property & Fixtures Listing**

### **Exhibit 5-A – Real Property Interest NOT to be Transferred**

A list of real property interest and associated fixtures that shall NOT be transferred to the RSU. To the extent not specified below, final boundaries of each excluded property to be determined by the RSU board in consultation with the applicable towns.

**Alna:** None.

**Chelsea:** Town office building.

**Palermo:** A separately deeded 18 acres town plot behind the Palermo Consolidated School building/lot defined by existing deed.

**Somerville:** Gazebo and property surrounded by current driveway and Route 105 shall remain in town possession. The parcel of land not currently used for school purposes that is intended to support access to and use of the salt/sand shed and fire department garage.

**Westport Island:** None.

**Whitefield:**

1. Sculpture located in the front common of the Whitefield Elementary School. This sculpture will remain property of that school until such time as the school is no longer utilized for educational purposes. At such time the sculpture will then become the property of the Town of Whitefield.
2. Athletic fields – The RSU will have exclusive rights to the fields during normal school hours. During the school athletic seasons the School Department will have priority in use of fields Mon – Sat for scheduled competitive events (including make-up games); and for practices Mon – Sat the practice hours to be negotiated in conjunction with other community athletic/recreational departments, who shall have access to fields at times that do not interfere with scheduled competitive events or normal practice hours, subject to reasonable community access policies of the RSU. Maintenance costs of these fields is to be shared by the RSU and the applicable community athletic/recreational department through either a lease or use agreement where the town takes over all maintenance of the fields for a fee OR a lease agreement where current maintenance practices and funding is kept in place OR as the parties may otherwise agree. This will be reviewed at the same 3 year window as the financial cost sharing formula.

**Windsor:** None.

## **Wiscasset:**

1. Wiscasset High School athletic fields – The RSU will have exclusive rights to the fields during normal school hours. During school athletic seasons the School Department will have priority in use of fields Monday thru Saturday for scheduled competitive events (including make-up games); and for practices Monday thru Saturday the practice hours to be negotiated in conjunction with other community athletic/recreational departments, who shall have access to fields at times that do not interfere with scheduled competitive events or normal practice hours, subject to reasonable community access policies of the RSU. Maintenance costs of these fields are to be shared by the RSU and the applicable community athletic/recreational department through either a lease or use agreement where the town takes over all maintenance of the fields for a fee OR a lease agreement where current maintenance practices and funding is kept in place OR as the parties may otherwise agree. This will be reviewed at the same 3 year window as the financial cost sharing formula.
2. Superintendent Office building and property.
3. Alternative Education Building and property – Due to the proximity to the community playground, the town shall retain ownership and shall work out a lease agreement with the RSU.
4. Wiscasset Middle School tennis courts – These courts are specifically listed as town property and not part of the Wiscasset Middle School campus.

All real property currently associated with the Wiscasset Middle School WILL be transferred to the new RSU district with the following considerations:

Wiscasset Middle School campus – Depending on the timing of the RSU formation there is the potential and probability that the current middle school and site will be closed through a building consolidation process that has already begun. When that happens, the property will, for all intents and purposes, revert back to the Town of Wiscasset. If the Wiscasset primary and high school projects are completed before the operative date of the RSU, the Wiscasset Middle School campus shall remain the property of the town and shall not be transferred to the RSU. If the RSU becomes operative before the projects are completed, the town shall lease the Wiscasset Middle School campus to the RSU for \$1, until completion of the projects and the completion of any then current semester of school, plus a reasonable period for the RSU to remove its school equipment, furnishings and other personal property to be removed, provided that during the term of this lease the RSU shall be solely liable for all costs of maintenance, utilities and insurance for the Middle School. The lease termination at such time shall not require any action by the RSU board.

### **Exhibit 5-B – Personal Property, Furnishings & Curriculum NOT to be Transferred**

A list of personal property, furnishings, curriculum materials and inventories that shall NOT be transferred to the RSU.

- **Alna:** None
- **Chelsea:** None
- **Palermo:** None
- **Somerville:** None
- **Westport Island:** None
- **Whitefield:** None
- **Windsor:** The generator that is located at the Windsor Elementary School for the purpose of providing a sanctuary for the community in times of need.
- **Wiscasset:** Upon closure of the Wiscasset Middle School or, as applicable, other termination of RSU rights to that property, only that personal property deemed necessary for educational purposes by the RSU board shall be transferred to the RSU. All other personal property shall remain property of the Town of Wiscasset and not be transferred to the RSU.

### **Exhibit 5-C – Jointly Shared/Used Property to be Transferred**

A list of shared or jointly used real or personal property transferred to the RSU.

- **Alna:** None
- **Chelsea:** None
- **Palermo:** None
- **Somerville:** The Somerville town office is located in one room adjacent to the gymnasium at the Somerville school. Unless otherwise terminated by the Town, the current arrangement is to remain in place so long as the school continues to be owned by the RSU.
- **Westport Island:** None
- **Whitefield:** None
- **Windsor:** None
- **Wiscasset:** None

**Appendix 6 - Existing School Indebtedness and  
Lease-Purchase Obligations**

**Exhibit 6-A – Bonds, Notes & Lease Purchases**

A list of bonds, notes and lease purchase agreements for which the Sheepscot Valley RSU WILL assume liability:

<b>Alna:</b>	None presently
<b>Chelsea:</b>	None presently
<b>Palermo:</b>	<ul style="list-style-type: none"><li>➤ Lease purchase agreement on 1 copier</li><li>➤ Lease purchase agreement on 1 bus</li></ul>
<b>Somerville:</b>	Lease purchase agreement on 1 copier
<b>Westport Island:</b>	None presently
<b>Whitefield:</b>	None presently
<b>Windsor:</b>	<ul style="list-style-type: none"><li>➤ Lease purchase agreement on 1 copier</li><li>➤ Lease purchase agreement on 1 bus</li><li>➤ Debt service incurred for school addition, renovation, and remodel approved for state subsidy</li></ul>
<b>Wiscasset:</b>	<ul style="list-style-type: none"><li>➤ Bond for Wiscasset Middle School capital improvement (roof &amp; ventilation system)</li><li>➤ Lease purchase agreement on 14 copiers</li></ul>
<b>Union # 133</b>	<ul style="list-style-type: none"><li>➤ Lease purchase agreement on 1 copier - shared between Palermo (31%), Somerville (10.5%) and Windsor (58.5%)</li><li>➤ Maintenance contract for copier</li></ul>

**Table for Exhibit 6-A - Contract Amounts/Dates**

Item	Yr. Issued	Original Principal Amount	Acquired /Contracted /Renovated	Balance As of Plan Date	Final Maturity Date
Windsor Bus	2007	\$71,345	2007	\$42,345	7/25/12
Palermo Bus	2007	\$71,345	2007	\$50,000	7/25/12
Windsor School Project	2004	\$7,850,518.00 int \$3,788,660.56	2004		11/1/24
Palermo Copier	2005	\$255.29/ mo.	2005	255.29/ mo.	7/8/10
Somerville Copier	2005	7014.3	2005	1726.92/yr	6/24/10
Union 133 Copier	12/29/2006	\$6,897.65 6.5% per annum - does not include - \$700/year service contract	2006	\$4,404.39	6/15/2012
Wiscasset Middle School Loan	2003	\$383,000.00	10/22/03	\$263293.70	10/22/13
Wiscasset District Copiers	4/1/2008	191,986.30	2008	191,986.30	8/1/2012

**Exhibit 6-B - Bonds, Notes & Agreements NOT Assumed**

Bonds, notes and lease purchase agreements that the Sheepscot Valley RSU will NOT assume:

There are none presently.

### **Exhibit 6-C – Capital Project Debt That Will Be Issued and/or Assumed**

New capital project debt that the Sheepscot Valley RSU will issue and/or assume:

There are none presently.

The anticipated Chelsea school project is currently on the state board of education's priority list and the state/local amount that the state board approves for subsidy will likely be fully state funded if Chelsea remains at the annual mill expectation.

The anticipated Wiscasset school project is a locally funded project.

### **Exhibit 6-D – Capital Project Debt to be Issued**

New capital project debt that the Sheepscot Valley RSU will issue but will NOT assume:

There are none presently.

## **Appendix 7 - Individual Employment Contracts**

### **Exhibit 7-A – Existing Personnel Contractual Obligations**

<u><b>SAU</b></u>	<u><b>Position</b></u>	<u><b>Bargaining Grouping</b></u>	<u><b>Agent</b></u>	<u><b>Employees Included</b></u>	<u><b>Term Date</b></u>
<b>Alna</b>					
	Bus Driver	Individual	Individual	2	annual
<b>Chelsea</b>					
	Principal	Individual	Individual	1	2011
	Teacher	Teacher	MEA	28	2009
		Guidance	MEA	1	2009
	Support Staff	Administrative Assistant/Secretary	MEA	2	2009
		Bus Driver	MEA	4	2009
		Custodian	MEA	3	2009
		Kitchen	MEA	3	2009
		Ed Techs	MEA	12	2009
<b>Palermo</b>					
	Principal part time	Individual	Individual	.4	annual
	Assistant Principal	Individual stipend	Individual	1	annual
	Teacher	Teacher	MEA	15	2011
	Support Staff	Secretary	Individual	1	annual
		Ed Techs	Agreement	8	annual
		cooks	Agreement	3	annual
		custodians	Agreement	2	annual
		bus driver	Agreement	3	annual
	Technology coordinator	Individual	individual	1	annual
	Technology Integrator	Individual	Individual	1	annual
<b>Somerville</b>	Teaching Principal	Stipend/Teacher	MEA	.2/.8	2009
	Teacher	Teacher	MEA	6	2009
	Support	Secretary	Individual	1	annual
		Cook	Agreement	1	annual
		Custodian	Agreement	.5	annual
		Ed Tech	Agreement	3	annual
		Bus Driver	Agreement	1	annual



<u>SAU</u>	<u>Position</u>	<u>Bargaining Grouping</u>	<u>Agent</u>	<u>Employees Included</u>	<u>Termination Date</u>
<b>Union 132</b>					
	Superintendent	Individual	Individual		2012
	Assistant Superintendent	Individual	Individual		2012
	Payroll Secretary	Individual	Individual		annual
	Accounts Payable Secretary	Individual	Individual		annual
	Secretary	Individual	Individual		annual
<i>shared among towns Chelsea, Jefferson, Whitefield</i>					
	Psychological Examiner	Individual	Individual		annual
	Occupational Therapy	Individual	Individual		annual
	Nurse	Individual	Individual		annual
	Physical Therapy	Individual	Individual		annual
	Private Drivers	Individual	Individual		as needed
<b>Union 133</b>					
	Superintendent	Individual	Individual		2010
	Administrative Assistant	Individual	Individual		annual
	Special Education /Cupric Co	Individual	Individual		annual
	Special Ed Secretary	Individual	Individual		annual
	Finance Manager	Individual	Individual		annual
	Private Drivers	Individual	Individual		As needed
<b>Union 132/133 Shared</b>					
	Adult Ed Director	Individual	Individual	.9	2010
	Adult Ed Staff	Individual	Individual		annual
<b>Westport Island</b>					
	Bus Driver	Individual	Individual	2	annual
<b>Whitefield</b>					
	Principal	Individual	Individual	1	2011
	Secretary	Individual	Individual	1	annual
	Office Assistant	Individual	Individual	1	annual
	Library Ed Tech	Individual	Individual	1	annual
	Teacher	Teacher	MEA	20	2010
		Guidance	MEA	0.8	2010
	Support Staff	Ed Techs	MEA	10	
		Bus Drivers	MEA	4	
		Custodians	MEA	2	
		Kitchen Staff	MEA	2	
	Speech Therapist	Individual	Individual	1	annual

<u>SAU</u>	<u>Position</u>	<u>Bargaining Grouping</u>	<u>Agent</u>	<u>Employees Included</u>	<u>Termination Date</u>
<b>Windsor</b>					
	Principal	Individual	Individual	1	2013
	Assistant Principal	Individual Stipend	Individual	1	2009
	Teachers	Teachers	AFT	25	2010
	Secretary	Individual	Individual	1	annual
	Assistant Secretary	Individual	Individual	.5	annual
	Ed Techs	Support Staff	AFL	19	2008
	Cook	Support Staff	AFL	2.5	2008
	Custodian	Support Staff	AFL	2.5	2008
	Bus Driver	Support Staff	AFL	5	2008
	Nurse	Nurse	Individual	0.5	annual
	Speech therapist	Speech therapist	Individual	1	annual
<b>Wiscasset</b>					
	Superintendent	Individual	Individual	1	2013
	Curriculum & GT Coordinator		Individual	1	2010
	Administrative Asst	Individual	Individual	1	2009
	Bookkeeper	Individual	Individual	1	at will
	Business manager	Individual	Individual	1	2009
	Teachers	WHS	MEA	36	2009
		WMS	MEA	22	2009
		WPS	MEA	23	2009
	Nurse		MEA	2	2009
	Bus Drivers		MEA	7	annual
	Bus Mechanic		MEA	1	annual
	Educational Technician	WHS	MEA	9	Contract pending
	Educational Technician	WMS	MEA	5	
	Educational Technician	WPS	MEA	11	
	School Administrative Asst/ Secretary		MEA	6	
	Custodial		MEA	11	
	Food Service		MEA	8	
	Principal WHS		Individual	1	2010
	Asst Principal / Athletic Dir		Individual	1	2010
	Principal WMS		Individual	1	2010
	Principal WPS		Individual	1	2010
	Computer Coordinator		Individual	1	2010
	Dir/Supervisor of Food Service		Individual	1	2010
	Supervisor of Building/Grounds		Individual	1	2010
	Adult Ed Director		Individual	1	2010
	Dir of Services-Exceptional Child		Individual	1	2010
	Administrative Asst SPED		Individual	1	annual

## Exhibit 7-B – Support Staff Benefit & Salary Comparison

### Support Staff 2007-2008

	Alna	Chelsea	Palermo	Somerville	Westport Island	Whitefield	Windsor	Wiscasset
<b>CONTRACT</b>								
Expiration	2008	2009	2008	2008	2008	2008	2008	2008
Days		260	240	240		260	260	260
School Year		175+	175	175		175	175+	175+
<b>SALARY</b>								
Head Custodian								\$14
Custodians		\$8.25 -10.50	\$8.15 -10.85	\$10.30		\$9.05-12.30	\$8.74-11.52	\$13.16
Bus Drivers	HOURLY \$15/start	HOURLY~ \$12.25-14.50	DAILY * \$51.94-61.01	DAILY * \$58.34	HOURLY \$15 - 18	HOURLY \$13.80-17.05	DAILY \$57.62-67.32	\$14.40
Bus Mechanic								\$14.99
Admin Secretary		\$10.55-12.25	\$9.39-12.29	\$10.30		salaried		\$12.72
Secretary								\$12.70
Ed Tech 1		\$8.25-10.50	\$8.15-10.85			\$8.05-11.30	\$8.26-10.47	\$12.40
Ed Tech 2		\$9.00-11.25	\$8.76-11.56	\$10.60		\$8.80-12.05	\$8.88-11.71	\$13.99
Ed Tech 3		\$9.50 -11.75	\$9.69-12.69	\$12.50-13.00		\$9.80-13.05	\$9.49-12.94	\$14.20
Food Svcs Asst.								\$11.86
Food Svcs Spec.								\$12.16
Food Services Mgr.								\$12.72
Maintenance 1								\$13.45
Maintenance 2								\$13.75
<b>HEALTH INSURANCE</b>								
Single		100%	100%			100%	100%	95%
2-Person (Ad/Ch)								75%
Family								
Cash in Lieu		\$1,200		\$650-\$700		\$1,200		no health, opt 100% dental
<b>DENTAL INSURANCE</b>								
Single		\$10.25.mo						100%
2-Person or Family								
<b>LEAVE/SICK TIMES</b>								
Sick Days								15
Sick Accumulation								90
Sick Bank								90
Personal								5
Bereavement								5
Vacation min.		10	5	5		5	5	5
Vacation max.		20	15	15		15	15	20
Jury		as needed	as needed	as needed		as needed	as needed	as needed

Notes: Palermo, Somerville and Windsor schedule of 2 runs per day varies in hours per route. Average is 2 hrs per run or a total of 4 hours/day. Palermo also pays \$11/hr for field trips, Somerville pays \$10/hr for field trips, Windsor pays \$13/hr for field trips. Alna, Westport Island and Wiscasset have a 2 hour minimum per schedule or on-call trip.

## Exhibit 7-C – Teacher Benefit & Salary Comparison

### Teachers - 2007-2008

	<b>Chelsea</b>	<b>Palermo</b>	<b>Somerville</b>	<b>Whitefield</b>	<b>Windsor</b>	<b>Wiscasset</b>
<b>CONTRACT</b>						
Expiration	2009	2008	2009	2010	2008	2009
Days	180	180		181	180	183
Extra Compensation (hrs/day)	\$27.00	per diem	per diem	per diem (7.5)		
<b>SENIORITY</b>	yes	yes		yes	yes	yes
<b>LEAVE/SICK TIMES</b>						
Sick Days	18	15		15	15	15
Sick Accumulation	130	130		140	150	135
Sick Bank	155		50	125	120	180
Sick (pay for unused time)	3 days per diem		up to \$200	\$280		
Personal	3	3		3	2	2
Bereavement	5	5		5	5	5
Professional	n/a	2		2	2	2
Jury	as needed	as needed	as needed	as needed	as needed	as needed
<b>SABBATICAL</b>	after 7 yrs	after 7 yrs	after 7 yrs	after 7 yrs	after 7 yrs	after 7 yrs
<b>EVALUATION</b>	included			included	included	included
<b>RETIREMENT</b>						
Stipend	\$7,000	1/2 sick at \$60	30 days per diem	\$6,000	30 days per diem	40 days per diem
Years in District	10	20	10	10	10	15
<b>JUST CAUSE</b>	yes	yes		yes	yes	
<b>MILEAGE REIMBURSEMENT</b>	37 ¢	32 ¢	35 ¢	37 ¢		

*NOTE: Alna & Westport Island do not have their own teachers*

### Health Insurance Coverage

➤ Single Plan	65
➤ Adult/Child Plan	22
➤ 2 Adults	19
➤ Family Plan	50
➤ <i>No plan elected</i>	<u>14</u>
➤ TOTAL	170

### Exhibit 7-D – Teachers' Seniority Comparisons

Total Years Of Experience	Degree and/or Certifications							
	BA/BS	BA+15 BS+15	BA+30 BS+30	MS	MS+15	MS+30	CAS	PHD
40			1					
39		1						
38					1			
37				1				
36				1				
35			1					
34	2			2				
33	2			1				
32	1			1				
31			1	3				
30	1		1	3				
29				4				
28		1					1	
27	2	1		1				
26	2	2		1				
25	4	1	1	2				
24	2		1	1				
23	1	1	1	3				
22	2	2						
21			1	2				
20	1	1	2	1				
19	2	1	3	2				
18	2	3	1	1	1			
17	2	2	1	2				
16	1		1	2				
15			1					
14	3	1	1	1				
13	1	2	2	4				
12	2		2	1				
11	2			1				
10				1				
9	2	1	1	1				
8	4	4		1				
7	4	2			1			1
6	2	2						
5	4	1	1					
4	4							
3	2	4						
Probationary 2	1	2						
Probationary 1	4			1				
<i>Total Teachers 170</i>								

## **Appendix 8 – Existing School Funds and Financial Obligations**

### **Exhibit 8-D – Scholarship Funds NOT to be Transferred**

Scholarship funds that shall NOT be transferred to the Sheepscot Valley RSU:

<b>Alna:</b>	None presently
<b>Chelsea:</b>	<ul style="list-style-type: none"><li>➤ Virginia Katon Scholarship Fund</li><li>➤ Bernier Fund</li></ul>
<b>Palermo:</b>	Betty Glidden and Gertrude Jordan Fund
<b>Somerville:</b>	<ul style="list-style-type: none"><li>➤ Vaughn W. Peaslee Student Award Fund</li><li>➤ Virginia and Cecil Brann Scholarship Fund</li></ul>
<b>Westport Island:</b>	None presently
<b>Whitefield:</b>	None presently
<b>Windsor:</b>	None presently
<b>Wiscasset:</b>	<p>The following funds have been entrusted to the Board of Selectmen of Wiscasset by the donor according to their will:</p> <ul style="list-style-type: none"><li>➤ Mary Bailey Fund</li><li>➤ General John French Scholarship Fund</li><li>➤ Lawrence Haggett Scholarship Fund</li></ul>

### **Exhibit 8-E – Trust Funds NOT to be Transferred**

Trust Funds that shall not be transferred to the Sheepscot Valley RSU:

<b>Alna:</b>	None presently
<b>Chelsea:</b>	Virginia Katon Library Fund
<b>Palermo:</b>	None presently
<b>Somerville:</b>	None presently
<b>Westport Island:</b>	None presently
<b>Whitefield:</b>	<ul style="list-style-type: none"><li>➤ Helleghers Memorial Fund</li><li>➤ Frank and Vi McCormick Trust</li><li>➤ Emma and Harry Chase Trust</li><li>➤ Warren Russell Trust</li><li>➤ John and Nan Morin Library Trust Fund</li></ul>
<b>Windsor:</b>	The following funds in the Windsor Educational Foundation: The Reed Fund
<b>Wiscasset:</b>	The following funds have been entrusted to the Board of Selectmen of Wiscasset by the donor according to their will: <ul style="list-style-type: none"><li>➤ Larrabee Band Fund</li><li>➤ Seth Wingren Fund</li></ul>

### **Appendix 9 – Transition Timetable**

	TASKS and associated Assignments	NOV-08	DEC-08	JAN-09	FEB-09	MAR-09	APR-09	MAY-09	JUN-09	JULY-09
1	<b>SCHOOL BOARD ELECTIONS</b>									
	employ a secretary, prepare ballots & post warrants, arrange facility use, select and train ballot workers, perform legal review, vote and count ballots									
2	<b>SELECTION OF SUPERINTENDENT AND OFFICE STAFF</b>									
	advertise and recruit, interview and make selection									
3	<b>OFFICE SPACE &amp; EQUIPMENT</b>									
4	<b>FILL STAFF VACANCIES (if any)</b>									
	advertise and recruit, interview and make selection									
5	<b>INSURANCE</b>									
	liability and bonding, arrange insurance "tail" for current SAU boards									
6	<b>WORKERS COMPENSATION &amp; UNEMPLOYMENT</b>									
7	<b>PERSONNEL POLICIES</b>									
8	<b>IRS &amp; FEDERAL GOVERNMENT ISSUES</b>									
	E rate, (TINs) tax ID numbers, tax sheltered annuities									
9	<b>STATE GOVERNMENT</b>									
10	<b>FINANCIAL SOFTWARE</b>									
	select and install, convert and consolidate all RSU data									
11	<b>STUDENT INFORMATION SYSTEM (Infinite Campus)</b>									
	select and install, convert and consolidate all RSU data									
12	<b>FY 2009/2010 BUDGET DEVELOPMENT</b>									
	develop guidelines and ground rules, solicit inputs from all schools, develop total budget plan, obtain review and approval from SVRSU board, educational town budget meeting, referendum and towns vote (within 14 days)									
13	<b>BANK RELATIONSHIPS</b>									
	determine service needs, identify tax anticipation loan needs, solicit and evaluate bids, select banking partners									
14	<b>FMLA – FEDERAL EMPLOYEE REGULATIONS</b>									
15	<b>AUDIT</b>									
16	<b>CONTRACTED SERVICES</b>									
17	<b>LEGAL SERVICES</b>									



	TASKS and associated Assignments	NOV-08	DEC-08	JAN-09	FEB-09	MAR-09	APR-09	MAY-09	JUN-09	JULY-09
18	MANDATED APPOINTMENTS									
19	CONTRACT NEGOTIATIONS									
	select single negotiation unit, develop negotiation plan, negotiate with teachers and support staff, sign contracts									
20	MOVING PLANS: OFFICE SPACE AND EQUIPMENT									
	select SVRSU central office site, procure needed equipment and supplies, relocate office staff and files									
21	START SCHOOL YEAR 2009/2010 AS SHEPSCOT VALLEY REGIONAL SCHOOL UNIT									

## **APPENDIX 10 - Public Meeting Documentation**

Agendas and minutes of the following public meeting(s) held to prepare or review the reorganization plan are attached:

<b>Public Meeting</b>	<b>Time</b>	<b>Location</b>
November 13, 2007	6:30 pm	Whitefield Elementary School
November 20, 2007	6:30 pm	Whitefield Elementary School
November 26, 2007	6:30 pm	Whitefield Elementary School
December 13, 2007	6:30 pm	Whitefield Elementary School
December 20, 2007	Cancelled ~ snow	Whitefield Elementary School
January 10, 2008	6:30 pm	Whitefield Elementary School
January 24, 2008	6:30 pm	Whitefield Elementary School
January 31, 2008	6:30 pm	Whitefield Elementary School
February 7, 2008	6:30 pm	Whitefield Elementary School
February 14, 2008	6:30 pm	Whitefield Elementary School
February 21, 2008	6:30 pm	Whitefield Elementary School
February 28, 2008	6:30 pm	Whitefield Elementary School
March 6, 2008	6:30 pm	Whitefield Elementary School
March 13, 2008	6:30 pm	Whitefield Elementary School
March 20, 2008	Cancelled	Whitefield Elementary School
March 27, 2008	6:30 pm	Whitefield Elementary School
April 3, 2008	6:30 pm	Whitefield Elementary School
April 10, 2008	6:30 pm	Whitefield Elementary School
April 17, 2008	6:30 pm	Whitefield Elementary School
April 24, 2008	6:30 pm	Whitefield Elementary School
May 1, 2008	6:30 pm	Whitefield Elementary School
May 3, 2008	9:00 am	Whitefield Elementary School
May 8, 2008	6:30 pm	Whitefield Elementary School
May 15, 2008	6:30 pm	Whitefield Elementary School
May 22, 2008	6:30 pm	Whitefield Elementary School
May 29, 2008	6:30 pm	Whitefield Elementary School
June 5, 2008	6:30 pm	Whitefield Elementary School
June 12, 2008	6:30 pm	Whitefield Elementary School
July 10, 2008	6:30 pm	Whitefield Elementary School
July 17, 2008	6:30 pm	Whitefield Elementary School
July 24, 2008	6:30 pm	Whitefield Elementary School
September 10, 2008	6:30 pm	Whitefield Elementary School

Reorganization Planning Committee  
Agenda- November 13<sup>th</sup>, 2007 - 6:00 PM  
Whitefield Elementary School

1. Introductions
2. Review of School Board positions (motions)
3. Review of Resident Students by Municipality (list towns & # students)
4. Motion Needed to Proceed
5. December 1<sup>st</sup> plan
6. Committee Structure and Election of Members
  - a. Elect chair & co-chair
  - b. Public Notices
7. Adjournment

## **REORGANIZATION PLANNING COMMITTEE**

For the towns of Alna, Chelsea, Georgetown, Palermo, Somerville, Westport Island, Whitefield, Windsor, Wiscasset

### **Minutes - November 13, 2007**

The meeting was called to order at 6:30 p.m. by Francis Boynton, Superintendent of Union 132.

Superintendent Boynton introduced the other Superintendents, Greg Potter of Union 133 and Jay McIntire of Wiscasset/Westport Island/Alna. Bob Connors was also introduced as the facilitator.

The following RPC members introduced themselves: Lester Sheaffer, Whitefield; Richard T. Hagan, Windsor; David Stanley, Somerville; Natasha Bouchard, Somerville; Mark Brundage, Palermo; Dean Potter, Palermo; Blake Brown, Palermo; Ron Atwood, Whitefield; Brian Lawrence, Alna; Albert Lawrence, Alna; Frank Hample, Somerville; Douglas Smith, Wiscasset; George Greene, Wiscasset; Sandra Crehore, Westport Island; Barbara Baston, Alna; Carolyn Meixell, Westport Island; George Horne, Georgetown; Don Cowing, Georgetown; Rick Danforth, Chelsea; Allen, Chelsea; Tanya Condon, Chelsea; Dwight Tibbetts, Windsor; Steve McCormack, Whitefield.

Also present: Lucy Martin, Lincoln County News; Priscille Atwood, Whitefield, Elaine Nutter, Union 132; Liisa Hamilton, Westport Island; Hillary Holm, Whitefield; Carole Cifrino, Whitefield; Nina Roth-Wells, Georgetown; Kristin Malin, Georgetown; Beth Choate, Windsor; Sonya Caswell, Chelsea; Chapman, Chelsea; Whitefield Resident; Lisa Miller, Legislator, Somerville; Don Poulin, Erskine Academy.

Superintendent Boynton explained the agenda. All three Superintendents explained the motions passed by their school committees that identify towns authorized for consolidation.

There was general discussion prior to returning to the agenda on what Towns actually at this point have committed to the RPC. They are: Alna, Palermo, Somerville, Westport Island, Whitefield, Windsor, and Wiscasset. Chelsea has not yet voted to do so nor had Georgetown.

- Election of Co-chairs: MOTION, SECONDED AND PASSED by unanimous vote  
Doug Smith of Wiscasset and Blake Brown of Palermo
- Election of Secretary: MOTION, SECONDED AND PASSED by unanimous vote  
Sandra S. Crehore of Westport Island

## GOVERNANCE OF THE RPC

Discussion: Every town should be represented so a quorum would be 7 with a possibility of 8 or 9 if one/both Chelsea or Georgetown joined in.

Question: Does each town have one vote or one per member present?

- MOTION, SECONDED AND PASSED by unanimous vote  
That there is one equally weighted vote per town.
- MOTION, SECONDED AND PASSED by unanimous vote  
That a quorum shall consist of one representative from each town.
- MOTION, SECONDED AND PASSED by unanimous vote  
Alternates shall be afforded voting rights when filling in for a regular member.

Following a short break to allow Towns to caucus:

- MOVED, SECONDED AND PASSED by unanimous vote  
Towns can exercise a right to caucus at any time during voting issues and then one member from the Towns shall vote.
- MOVED, SECONDED AND DEFEATED  
An effort shall be made to limit meetings to two hours.

Revisited issue of quorum but there was no motion to change what had been previously voted upon.

Due to the lateness of the evening and uncertainty about list of participating towns, sub-committee membership will be determined at the next meeting.

The three Superintendents offered to start working on the Plan and bring back what they have done to the November 20<sup>th</sup> meeting. Question was asked of the facilitator, Mr. Connors, if each Town can sign a cover sheet and then have them all attached. As far as he knows, that can be done.

- MOVED, SECONDED AND PASSED by unanimous vote  
When votes are being cast, the Secretary will call the roll [of towns] to get a Yea/Nay tally.

Chelsea and Georgetown will be meeting this week to decide whether or not they will seek to be added to this RPC.

The following meetings were scheduled, to be held in Whitefield at 6:30 p.m.; Tuesday, November 20<sup>th</sup> and Monday, November 26<sup>th</sup>.

- MOTION, SECONDED AND PASSED  
To adjourn the meeting at 8:25 p.m.

Respectfully submitted,

Sandra S. Crehore, Secretary

## **Reorganization Planning Committee**

November 20<sup>th</sup>, 2007 at 6:30 pm

Whitefield Elementary School

### **AGENDA**

- 1) Call to order
- 2) Adjustments to agenda
- 3) Approval of Minutes (11/13/07)
- 4) Status of Georgetown & Chelsea
- 5) Consideration of DRAFT Plan (For Dec. 1st Deadline)
- 6) Proposed Subcommittees
  1. Educational Programs and Services
  2. Governance
  3. Finance
  4. Contracts
  5. Disposition of Property, Obligations and Indebtedness
  6. Other ad-hoc subcommittees
- 7) Other business
- 8) Future meetings
  1. Set schedule
  2. Agenda
- 9) Adjourn

## **Reorganization Planning Committee Meeting**

**November 20, 2007 – 6:30 pm**

### **Whitefield Elementary School**

Alna, Palermo, Somerville, Whitefield, Windsor, Wiscasset, Westport

**Attending:** Blake Brown, co-chair (Palermo), Doug Smith, co-chair (Wiscasset), Carolyn Meixell (Westport), Mark Brundage (Palermo), Robert Soohey (Whitefield), Albert Lawrence (Alna), Brian Lawrence, (Alna), Lester Sheaffer (Whitefield), Ron Atwood (Whitefield), Dennis Dunbar (Westport), George Greene (Wiscasset), Richard Hagan (Windsor), Shellie Nichols (Windsor), Nicole Veile (Wiscasset), Natasha Bouchard (Somerville), Frank Hample (Somerville), Barbara Baston (Alna), Liz Brown (Alna), Rep. Lisa Miller (Somerville).

**Also attending:** superintendents Boynton & McIntire, assistant superintendent Nutter, and facilitator Connors

**Absent, excused:** Sandra Crehore, Westport

Determination of a quorum: all 7 towns are represented.

**CALL TO ORDER.** Doug Smith, 6:38 pm

Dennis Dunbar moved to name Jay McIntire as secretary in the absence of Sandra Crehore. 2<sup>nd</sup> by Frank Hample. Adopted by consensus.

**ADJUSTMENTS TO THE AGENDA.** None.

Lester Sheaffer moved that superintendents join the table as nonvoting members of the group. Motion seconded by Blake Brown. Passed by consensus.

E-mail addresses for Robert Soohey, Bob Connors, and Ron Atwood will be added to e-mail distribution list.

**ADOPTION OF MINUTES OF NOVEMBER 13.** Motion to accept by as written by Hagan, 2<sup>nd</sup> Brundage. Adopted by consensus.

It was discussed and adopted by consensus that formal calling of the role of towns for votes would only be used when a vote was split or when a substantive matter important to the creation of the RSU was being considered. On more typical votes, consensus adoption will be sought first.

### **STATUS OF GEORGETOWN and CHELSEA.**

#### Georgetown

Doug Smith reported that on November 19 the Wiscasset School Committee voted not to include Georgetown in the RSU. The committee's reasoning included that Georgetown's geographic isolation from the RSU and its non-contiguousness would create difficulties for transportation given the state has required a reduction of 5% and would also create oversight challenges. Blake Brown reported that Palermo also voted unanimously not to bring in Georgetown for similar reasons.

The chairs accepted a request to make a public comment from a Georgetown RPC member, who thanked the RPC for its consideration.

[Secretary's note: The Palermo and Wiscasset votes terminate Georgetown's role in this RPC and proposed RSU.]

#### Chelsea

Superintendent Boynton shared that Chelsea voted on November 16 to seek joining Augusta's RSU by a 3-2 vote. Chelsea is meeting with Augusta on November 20 to seek a commitment. He requested this group to keep the door open to Chelsea.

It was noted that Chelsea has taken action twice to leave this group and that it might not be practical to keep the option open to them.

### **CONSIDERATION OF DRAFT PLAN FOR DECEMBER 1.**

The status of plans was reviewed by Bob Connors. He reviewed the cover material for the plan, adding that the commissioner intends to respond to each plan within two weeks and to set a date for a follow-up status report. Facilitator Connors also reviewed the draft of the actual plan. Several minor corrections needed were noted. The plan to be submitted will also have some material yet to be completed or attached, such as the rationale for having fewer than 2500 students and the minutes and agenda of all meetings prior to December 1.



In discussing the plan, it was noted that each RSU must adopt an official name. Dennis Dunbar moved that the RSU be named "Sheepscot Valley Regional School Unit." The motion was seconded by Ron Atwood and approved by consensus.

## **SUBCOMMITTEES.**

The roles of each proposed subcommittee were described by Connors, Boynton, and McIntire, along with proposed staffing for each.

The RPC made several procedural decisions about subcommittees by consensus:

- 1) Barbara Baston, chair of Alna School Committee and RPC member, is a teacher in the Wiscasset School Department. She is approved by the RPC to serve on the RPC without bias and will be assigned to a committee that doesn't create a conflict of interest.
- 2) Towns with more than three members may have each member serve on a committee. They need not name one as an alternate.
- 3) Alternates may either serve as a regular member of a committee or serve in the place of an absent member, as that alternate and their town's delegation see fit.
- 4) The secretary will provide as part of the minutes a list showing which plan elements are assigned to each committee and the members and staff for each committee.
- 5) Subcommittees are expected to elect chairs and to keep minutes of meetings.

Committee assignments and responsibilities from the Reorganization Plan Required Elements checklist developed by the department and from section 13 of Drummond, Woodsum, and McMahon's material follow:

### **Educational programs and services**

Staff: to be determined

Members: Barbara Baston, Alna  
Blake Brown, Palermo  
David Blake, Westport  
Lester Sheaffer, Whitefield

Elements: 3B(2); 3B(3), 3B(4), and subsections 1-3, 7, and 8 of section 1451; section XXXX-26, Parameter F, which is shared by this subcommittee and finance.

**Governance**

Staff: Jay McIntire

Members: Ron Atwood, Whitefield  
Dick Hagan, Windsor  
Liz Brown, Alna  
George Greene, Wiscasset  
Mark Brundage, Palermo

Elements: 3A(2); 3A(3); 3A(4); 3A(11); 13(C) of DWM recommendations

**Finance**

Staff: Greg Potter

Members: Albert Lawrence, Alna  
Shellie Nichols, Windsor  
Frank Hample, Somerville  
Doug Smith, Wiscasset  
Dennis Dunbar, Westport

Elements: 3A(9) (including personnel policies); 3A(12); 13(B) of DWM; 3B(3), subsections 4-6 of 1451; Section XXXX-26, Parameter F, which is shared by this subcommittee and educational programs and services.

**Contracts**

Staff: Frank Boynton

Members: Brian Lawrence, Alna  
Sandra Crehore, Westport  
Rep. Lisa Miller, Somerville  
Robert Soohey, Whitefield

Elements: 3A(7), 13(D) of DWM

**Disposition of Property, Obligations, and Indebtedness**

Staff: Elaine Nutter

Members: Nicole Veile, Wiscasset  
Carolyn Meixell, Westport  
Dean Potter, Palermo  
Tom Birmingham, Windsor  
Steve McCormick, Whitefield  
David Stanley, Somerville

Elements: 3A(5); 3A(6); 3A(8); 13(E) of DWM

**Other Ad-hoc Subcommittee**

Staff: to be determined

Members: Natasha Bouchard, Somerville

Elements: oversight of completion of sections that cross subcommittees --  
3B(3), XXXX-26, Parameter F, and DWM section 13.

**Administrative tasks not assigned to a subcommittee:**

Preparation of cover sheet and its contents: Boynton

Preparation of final plan according to DWM: McIntire

3B(1): Potter

3A(10) public meetings: McIntire

13(F) Vote to submit plan: each superintendent

13-G: Boynton, Potter

Unassigned responsibility: Section XXXX-36, Parameter B: need state assistance

**FUTURE MEETINGS and DEADLINES.**

November 26 at Whitefield 6:30 pm

November 27-30 school committees vote to submit plan

November 30 each sign a page to send to Augusta

2-3 meetings will be scheduled at the next meeting

**AGENDA ITEMS FOR NEXT MEETING.**

Committee of the whole discussion of individual town priorities

Committee work

**ADJOURN** by consensus: 8:10 pm

Respectfully submitted,

Jay McIntire

ATTACHMENT: FINANCIAL ANALYSIS

**Reorganization Planning Committee**

**November 26<sup>th</sup>, 2007 at 6:30 pm**

**Whitefield Elementary School**

*Alna, Palermo, Somerville, Westport Island, Whitefield, Windsor, Wiscasset*

**AGENDA**

1. Call to order
2. Adjustments to agenda
3. Approval of Minutes (11/20/07)
4. Status of Chelsea
5. Consideration of DRAFT Plan (For Dec. 1st Deadline)
6. Committee discussion of individual town priorities
7. Committee Work
  - a. Unassigned – Section XXXX-36, Parameter B (need state assistance)
8. Other business
9. Future meetings & Deadlines
  - a. November 27-30 school committees vote to submit plan
  - b. November 30 each school committee sign a page to send to Augusta
  - c. Future meeting dates ?
10. Adjourn

## Reorganization Planning Committee Meeting

Minutes from November 26<sup>th</sup>, 2007

Whitefield Elementary School – 6:30 pm

*Alna, Palermo, Somerville, Westport Island, Whitefield, Windsor, Wiscasset*

**Attending RPC Members:** Co-chairs Blake Brown (Palermo) and Doug Smith (Wiscasset);

<b><i>Town</i></b>	<b><i>Attending</i></b>	<b><i>Absent</i></b>
<i>Alna</i>	Albert Lawrence	Barbara Baston, Liz Brown, Brian Lawrence
<i>Palermo</i>	Mark Brundage, Dean Potter	
<i>Somerville</i>	Frank Hample, Rep. Lisa Miller, David Stanley	Natasha Bouchard
<i>Westport Island</i>	Dennis Dunbar, Carolyn Meixell	David Blake Sandra Crehore (excused)
<i>Whitefield</i>	Ron Atwood, Steven McCormick, Lester Sheaffer	Robert Soohey
<i>Windsor</i>	Thomas Birmingham, Richard Hagan	Shellie Nichols
<i>Wiscasset</i>	George Greene, Nichole Viele	
<i>Others</i>	Bob Connors (facilitator), Marianne Marple (Whitefield), Carl Pease (Windsor town manager) Don Poulin (Headmaster, Erskine Academy) Elaine Nutter (Union 132 asst superintendent) Frank Boynton (Union 132 superintendent) Greg Potter (Union 133 superintendent) Jay McIntire (Wiscasset superintendent)	

Determination of a quorum: all 7 towns are represented.

**CALL TO ORDER:** Co-chair Doug Smith called the meeting to order at 6:33 pm

Doug Smith moved to name Jay McIntire as recording secretary in the absence of Sandra Crehore. Seconded by Blake Brown. Adopted by consensus.

**ADJUSTMENTS TO THE AGENDA:** There were none.

**ADOPTION OF MINUTES OF NOVEMBER 20:**

Amendments included adding Lester Sheaffer to Educational Program subcommittee; adding Rep. Lisa Miller as an attendee, adding David Stanley to Disposition subcommittee.

Motion to accept with amendments by Lester Sheaffer, seconded by Frank Hample. Adopted by consensus.

**STATUS OF CHELSEA:** Asst. superintendent Elaine Nutter requested that we delay Chelsea's status. Superintendent Boynton left earlier to attend a consolidation meeting with Chelsea and was hoping to provide an update via cell phone.

**CONSIDERATION OF DRAFT CONSOLIDATION PLAN:** Superintendent McIntire introduced the draft consolidation plan. He stated that several minor changes were necessary; updating the cover sheet contacts to reflect RPC co-chairs for Doug Smith and Blake Brown. Whereas the November 20<sup>th</sup> minutes required amending, these updates were also required as part of the consolidation package.

Superintendent McIntire pointed out Sec. XXXX-26, Parameter F (page 2) is required only for those who plan to be an RSU in fiscal year 2008-2009. As this is not applicable, the item will be removed from the plan prior to submission.

**INDIVIDUAL TOWN CONCERNS FOR THE COMMITTEES TO CONSIDER:**

Educational Programs & Services

- (Whitefield) Student:teacher ratio is important. Want small class sizes. Prefer class sizes of 12-15 per class, with 17 as a high-end limit.
- Alna is very interested in keeping school choice, especially at the high school level. Whitefield agrees that they want parent free choice. Windsor, Somerville and Palermo agree. Whitefield does not want any limits to choice established by the RSU.
- Wiscasset has a successful pre-K program that it wants to maintain.
- Whitefield has an alternative secondary program that it would like to maintain.

Governance

- Windsor – retain a strong viable local school board.

## Finance

- Superintendents have met with the Department of Education and the issue of local additional was discussed. Proceed with RSU planning as though the finance plan is gone. DOE wants to see creative solutions to cost sharing.
- Superintendent Potter clarified cost sharing ability for individual towns to raise funds [at a town meeting] over and above the formula at any time.

Superintendent McIntire requested clarification from Bob Connors if a particular school must be consolidated K-8 or could the school system include grades K-8? Bob Connors stated there is no definitive answer at this time.

- Wiscasset is interested in who retains control of restricted local scholarship funds and grants. Somerville stated the same concern.
- Westport – what happens to educational reserves? Will the town keep the reserves or will it be turned over to the district?

## Contracts

- Tom Birmingham pointed out that all of the 7 school departments are represented by one legal firm (Drummond, Woodsum, and McMahon) and that this may cause a conflict of interest during contract negotiations. Bob Connors indicated this question had been posed and D&W stated they would request a 3<sup>rd</sup> party counsel get involved if the situation arose.

## Disposition of Property, Obligations, and Indebtedness

- Whitefield is concerned with the potential closing of small schools – they want to retain their school property.
- Somerville school property is shared by town office, salt shed, etc. It is the only municipal property in town. Wiscasset shares this interest, especially because the recreation center shares certain athletic fields with the high school.
- Wiscasset wants to ensure the school property to come back to the town if the RSU stops using it as a school.
- Wiscasset selectmen want it acknowledged that Wiscasset has already started its school closure process and doesn't want consolidation to interfere with that process.
- Somerville has flexible policies about community groups using school facilities. It is the only community building in town. Palermo agrees.

**SUBCOMMITTEE WORKING SESSIONS:** Need to determine frequency and length of meetings. Calendar noting all local school committee meetings was provided for December and January 2008.

June 2008 is the target for presenting plan to voters. By law, this must be done by secret ballot, so committee needs to allow adequate time for notification and distribution of ballots.

Dennis Dunbar requested clarification about the expected end results for each subcommittee. Doug Smith stated that each subcommittee would be tasked differently depending upon their purpose. Group agreed that subcommittees would be prepared to make recommendations at different times. As subcommittees complete their task, members can be reassigned to assist other subcommittees.

Breakout sessions began at 7:30 pm. Subcommittees instructed to return to general session at 8:15 pm. Doug Smith recommends that each subcommittee identify: (1) their chair/spokesperson, (2) the subcommittee secretary, and (3) their target completion date.

General session reconvened and was called to order by Doug Smith at 8:22 pm.

**OTHER BUSINESS:** There was none. Still no status to report for Chelsea.

**FUTURE MEETINGS:** Calendar review indicated that best availability was Thursday or Friday

evenings. Group consensus agreed to target Thursday evening of every other week. Several members requested a 9:00 pm end time. The group agreed not to limit meeting end time but to target 9:00 pm. Meetings will start at 6:30 pm unless noted otherwise. Generally, subcommittees will meet during breakout sessions of RPC meetings. However, subcommittees may meet separately as required.

Superintendent McIntire reminded members that all subcommittee meetings are legally open to the public. Wiscasset will manage public notices. As soon as any meetings are scheduled please notify Heidi Leinonen via email (hleinonen@wiscasset.k12.me.us) or by calling 882-6303.

Inclement weather may require cancellation of certain meetings. It was determined that the three superintendents would serve as focal contacts for their municipalities. In general, if after school activities are cancelled at the host facility, so is the RPC meeting.

- Thursday, December 13<sup>th</sup> at 6:30 pm – Whitefield Elementary School
- Thursday, December 20<sup>th</sup> at 6:30 pm – Whitefield Elementary School
- Thursday, January 10<sup>th</sup> at 6:30 pm – Whitefield Elementary School
- Thursday, January 24<sup>th</sup> at 6:30 pm – Whitefield Elementary School

**ADJOURN** by consensus at 8:42 pm.

Respectfully submitted,

Jay McIntire



## **Reorganization Planning Committee**

*Alna, Palermo, Somerville, Westport Island, Whitefield, Windsor, Wiscasset*

December 13<sup>th</sup>, 2007 at 6:30 pm  
Whitefield Elementary School

### **AGENDA**

- 10) Call to order
- 11) Adjustments to agenda
- 12) Approval of Minutes (11/26/07)
- 13) Presentation by Chelsea
- 14) Subcommittees Breakout Sessions
  - Subcommittee Reports
    - Identify spokesperson
    - Identify secretary
    - Target completion date
  - Subcommittee Minutes
    1. Identify attending RPC members
    2. Identify quorum
    3. Include verbatim any motions
    4. Disposition of minutes
- 15) Public Comment
- 16) Other business
- 17) New Business
- 18) Future meetings
  - RPC - December 20<sup>th</sup> at 6:30pm in Whitefield
  - RPC - January 10<sup>th</sup> at 6:30pm in Whitefield
  - RPC - January 24<sup>th</sup> at 6:30pm in Whitefield

## **10. Adjourn**

# Sheepscot Valley Reorganization Planning Committee Meeting

## Minutes from December 13<sup>th</sup>, 2007

Whitefield Elementary School – 6:30 pm

*Alna, Palermo, Somerville, Westport Island, Whitefield, Windsor, Wiscasset*

<b>Town</b>	<b>Attending RPC Members</b>	<b>Absent</b>
<i>Alna</i>		Barbara Baston, Liz Brown, Albert Lawrence, Brian Lawrence
<i>Palermo</i>	Blake Brown (Co-chair), Mark Brundage	Dean Potter
<i>Somerville</i>	Rep. Lisa Miller	Natasha Bouchard, David Stanley, Frank Hample
<i>Westport Island</i>		David Blake, Sandra Crehore, Dennis Dunbar, Carolyn Meixell
<i>Whitefield</i>	Lester Sheaffer, Robert Soohey	Ron Atwood, Steven McCormick
<i>Windsor</i>	Richard Hagan	Shellie Nichols, Thomas Birmingham,
<i>Wiscasset</i>	George Greene, Doug Smith (Co-chair)	Nichole Viele
<i>Others</i>	Richard Cote (Chelsea School Board) Allen Hallett (Chelsea) Richard Danforth (Chelsea Selectman) Cheri Rodrigue (Chelsea) Bob Connors (facilitator), Carl Pease (Windsor town manager) Don Poulin (Headmaster, Erskine Academy) Frank Boynton (superintendent for Union 132) Greg Potter (superintendent for Union 133) Jay McIntire (superintendent for Alna, Westport Island, Wiscasset) Heidi Leinonen (Wiscasset)	

**CALL TO ORDER:** Co-chair Doug Smith called the meeting to order at 6:37 pm

Determination of a quorum: 2 towns are not represented, therefore quorum is not met.

Doug Smith moved to name Jay McIntire as recording secretary in the absence of Sandra Crehore. Seconded by Blake Brown. Adopted by consensus.

Procedural note from Doug Smith - contributions will be limited to RPC members except during public comments session.

**ADJUSTMENTS TO THE AGENDA:** There were none.

### **ADOPTION OF MINUTES OF NOVEMBER 26:**

Without a quorum present the minutes were postponed until the next RPC meeting.

## **QUORUM QUESTION:**

Co-chair Doug Smith questioned the decision to have all 7 towns representatives present vs. a majority of members. Inclement weather may be an on-going issue over the next few months. This item needs to be on the agenda for review and discussion at the next RPC meeting.

**CHELSEA PRESENTATION:** Chelsea representatives – Allan Hallett, Rick Danforth, Richard Cote (spokesperson). Requesting to join Sheepscot Valley RSU.

**History synopsis:** January to July part of Union 133. Chelsea was with Hall-Dale, but submitted August 31 plan to join with 132 and 133. October meeting w/Commissioner. September was turned down by Union 51. Chelsea voted in October to join Hall-Dale or Augusta. Not sure at that time what would happen to old Union 51 (132 and 133). Late October rejected by both Hall-Dale and Augusta due to school choice. State pressured them to try again with Augusta. Augusta said no. November 28th Chelsea RPC voted to request to join Sheepscot Valley RSU.

**Why Sheepscot Valley RSU is a good choice for Chelsea?** It is a small, rural community. Their priority is to have school choice preserved. Both Halldale and Augusta insisted on Chelsea limiting school choice. Augusta wanted to take over Chelsea school and bus all Chelsea K-5 to Augusta. Also a priority to keep school open.

**What can Chelsea offer?** Their inclusion would increase enrollment of this RSU to 2300+ students. Chelsea assured the RPC members they are 110% committed to this RSU. The Chelsea school board is united on this point. Chelsea is willing to help in any way they can. Willing to step right in and get to work. Understand that next step is to go back to towns and seek a favorable vote. In the meantime will show up and participate in subcommittees.

Chelsea will have a new school in 2 years and they want Chelsea students to go to it.

**Question: (George Greene) You gave an explanation of what you went through, but how many meetings did you attend with Augusta and why was there not at least some representation here at our meetings? Are you going to feel comfortable not being in charge with the new SV RSU?**

*Answer: 3 meetings with Augusta. In retrospect Chelsea agrees they should have maintained representation at RPC meetings. Chelsea realizes there will be minimal authority within the new RSU. Augusta was proposing a 90%/10% (Chelsea) representation. Chelsea IS committed to the new Sheepscot Valley RSU.*

**Question: (Mark Brundage) We heard a lot about the split vote on your board. What was the division on your board? We also heard a lot about townspeople being split in Chelsea. What were those concerns and how have they been allayed or will they be allayed? It would be the job of the Chelsea RPC members to inform the town.**

*Answer: Rift didn't occur until after commissioner rejected the plan to go with Whitefield, Palermo, Somerville, Windsor. Some wanted fiscal savings of Augusta while others had as a primary concern staying with small towns. Initial concern with the Sheepscot Valley RSU was when SAD40 was potentially involved – too many towns to deal with.*

**Question:** (*Lester Sheaffer*) **Short of Chelsea turning down this plan, is there any chance you're going to change your mind again?**

*Answer: No, Chelsea is committed to the new RSU.*

**Question:** (*Blake Brown*) **It will be hard to sell Chelsea to Palermo school board because this board feels that Chelsea "walked out" on the RSU twice. Are you [Chelsea] willing to come to the various school committee meetings and present your case?**

*Answer: Absolutely yes. Chelsea will meet and talk to any/all boards if allowed the opportunity.*

**Comment:** (*Doug Smith, on behalf of Westport*) – they are interested in commitment. At the first meeting in Wiscasset, it was said that whoever attended the next meeting would be a part of the RSU. You asked for an extension at the next meeting, but you never even sent a representative to show any continued interest in our RSU. There is a concern over motives. Is Chelsea really committed or just here because they were rejected by Augusta?

**Comment:** (*Lisa Miller*) - Many Union 132 and 133 towns have worked with these folks for years. I would like to see you welcomed back. They are trying to respond to their townspeople as we all are.

**Comment:** (*Richard Danforth, Chelsea*) I want to be able to tell townspeople that the players have explored every option.

**Question:** (*Mark Brundage*) **I understand the fact we have some history, but I wonder whether or not there are facts that show how you're going to help us. Bottom line, what does Chelsea bring to the table?**

Request to provide all RPC members with the financial templates that include and exclude Chelsea. Superintendent McIntire stated there has been a change since the initial 10/11/07 report (with Chelsea). Minimum receiver for special education will adjust the numbers.

Superintendent Potter reminded members that the present budgets carry forward 3 years into the consolidation and then transition into a new RSU budget.

**What does Chelsea need to do next?** Superintendents will inform Chelsea when they can attend school committee meetings to seek votes in support of Chelsea.

- Palermo – December 19<sup>th</sup>
- Windsor – January 2<sup>nd</sup>
- Wiscasset – January 14<sup>th</sup> – do not need to attend
- Alna – January 15<sup>th</sup>
- Westport Island – January 22<sup>nd</sup>

Question by Chelsea and clarification – all 7 towns have to vote 'yes' to accept Chelsea or they cannot be accepted by the RSU.

**Question:** (*Doug Smith*) **What point is the new school building at? Are we building more capacity than we need? Wiscasset has excess capacity and is trying to close a school. How do these two facts interact?**

*Answer: Chelsea was told by the state that their building project is protected.*

Townpeople can vote to keep a local school open, but they will have to pay the extra. Is this 5 years?

**Co-chair, Blake Brown recommended allowing Chelsea to participate as non-voting members until all school committees have voted. Adopted by consensus.**

**Comment:** (*Superintendent Frank Boynton*) Chelsea submitted one single plan on December 1 that it was seeking to joining Sheepscot valley RSU, if accepted.

**Comment:** (*Bob Connors*) *Once December 1<sup>st</sup> plans have been reviewed, the proposed RSU's will have until February 1<sup>st</sup> to respond.*

**PUBLIC COMMENT:** Doug Smith clarified the position that superintendents need to be explicitly allowed to speak during the meeting, not restricted to public comments session. When they were added to the table at an earlier meeting, that gave them the authority to speak.

**Comment:** (*Carl Pease*) Procedural statement – when no quorum is present votes cannot be taken and motions cannot be made.

**Comment:** (*Doug Smith*) stated that alternates can also participate in subcommittee breakout sessions.

**OTHER BUSINESS:** Subcommittee appointments and reassignments were defined.

- Richard Danforth (Chelsea) will be replaced by Sharon Morang in future meetings. Sharon Morang will join the disposition subcommittee.
- Allen Hallett will join governance subcommittee.
- Richard Cote will join financial subcommittee.
- Elaine Nutter will switch from disposition to educational subcommittee.
- Frank Boynton will switch to disposition subcommittee.

**FUTURE MEETINGS:**

- Thursday, January 10<sup>th</sup> at 6:30 pm – Whitefield Elementary School
- Thursday, January 24<sup>th</sup> at 6:30 pm – Whitefield Elementary School

**ADJOURN** by consensus at 8:04 pm.

Respectfully submitted,  
Jay McIntire

**Reorganization Planning Committee**

*Alna, Palermo, Somerville, Westport Island, Whitefield, Windsor, Wiscasset*

January 10<sup>th</sup>, 2008 at 6:30 pm  
Whitefield Elementary School

**AGENDA**

1. Call to order
2. Adjustments to agenda
3. Approval of Minutes (11/26 & 12/13)
4. Chelsea Consideration Roll-Call
5. Major Financial Considerations
6. Major Governance Options
7. Public Comment
8. Future meetings  
    RPC - January 24<sup>th</sup> at 6:30pm in Whitefield
9. Adjourn

SHEEPSCOT VALLEY REGIONAL PLANNING COMMITTEE  
MINUTES - JANUARY 10<sup>TH</sup>, 2008

The meeting was called to order at 6:30 p.m. by Doug Smith, Co-chair

Roll call found the following:

	Present	Absent
Alna	Barbara Baston Liz Brown Albert Lawrence Brian Lawrence	
Chelsea	Richard Cote Allen Hallett Sharon Morang Cheri Rodrique	
Palermo	Blake, Brown, Co-chair	Mark Brundage, Dean Potter
Somerville	Lisa Miller, Alternate David Stanley	Natasha Bouchard, Frank Hample
Westport Island	David Blake Sandra Crehore, Secretary Dennis Dunbar Carolyn Meixell	
Whitefield	Lester Sheaffer	Ronald Atwood, Robert Soohey, Steven McCormack, Thomas Birmingham
Windsor	Richard Hagan Dwight Tibbetts	
Wiscasset	George Greene Doug Smith, Co-Chair Nicole Viele	

2. Doug Smith explained the change in agenda. There seems to be a lot of angst over the financial picture and governance piece and the Co-chairs felt that the whole group should come to some agreement before the sub-committees work on these pieces.

3. A **MOTION** was made and seconded to accept the minutes of November 26<sup>th</sup>, 2007.  
Carried

A **MOTION** was made and seconded to accept the minutes of December 13<sup>th</sup>, 2007.  
Carried

Alna explained they were absent because of an Alna meeting.

4. QUORUM ISSUE: It was felt that the present quorum was too limited.

**MOTION:** A motion was made and seconded to have one from each town or 50% plus 1 of the total group. Motion withdrawn.

**MOTION:** A motion was made by Blake Brown (Palermo) and seconded by David Blake (Westport Island). That a quorum would be made up of a majority of the total number of towns. Motion carried: Roll Call vote: six towns for; one (Windsor) against.4.

5. A **POLL** was taken by Roll Call on the admittance of Chelsea. Palermo voted 3-2 to admit; Whitefield voted to admit; Wiscasset has voted to admit. Alna, Somerville, Westport Island and Windsor have yet to do so but there was no indication it wouldn't pass in these towns.

Discussion of meetings should a storm occur – if school is held in Whitefield, the RPC will meet unless afternoon activities are cancelled.

6. Financial Considerations: The Financial Template of 12/11/07 incorrectly listed Chelsea but doesn't include their numbers and is based on estimated 2007-2008 funding and is just designed to give flavor. Greg Potter went through the template with explanations of each step. On Step 4: Palermo debt service includes Insured Value Factor. On Step 7 Westport Islands numbers were because of the use of a large last year's surplus in this year's budget.

Bob Connors talked about LD1932, the cost sharing bill, which he feels will pretty much pass as drafted. There is sweeping consolidation law change but as of yet, no one knows what it will be. Bob felt that it is imperative that we work together as effectively and efficiently as possible to make this RSU work. If any town should vote the RSU down they need to be aware that School Unions don't exist in the law, only municipalities and RSU's.

Lisa Miller said they'd only been back eight days and are working on the issues. The Education Committee must submit their recommended bills by January 18<sup>th</sup>. Super RSU's are being submitted as a minority report.

#### DISCUSSION:

Although 1932 does allow for being creative in cost sharing, there will have to be a consistent formula created with certain parameters for the state to use for the funding of education in regards to the local addition money.

There needs to be an agreement that no town should be helped or hurt by the consolidation in the first year. It was suggested a percentage a 10 above or 10 below the tax commitment for education.

Frank Boynton suggested areas of concern – equity across the RSU in programming, in contracts (Administration, Teachers, Support Staff, etc.) be considered equally in the RSU for all schools.

New suggestion 3% – 5% above or below tax commitment.

**MOTION:** Nicole Viele (Wiscasset), seconded by Dwight Tibbetts (Windsor).

That we give guidance to the Finance Sub-committee to come up with a formula for tax commitment where the variance in change from year to year is no higher than or lower than three percent of previous commitment. A Roll Call vote was taken and the motion carried unanimously.



## 7. GOVERNANCE

One member brought up representation on RSU per town.

It was decided that this discussion would take longer than the time left and this would be a topic for the January 24<sup>th</sup> meeting.

## 8. HOUSEKEEPING

Dates for future meetings: January 24<sup>th</sup> already set. Taking a Saturday was discussed but it was thought that sub-committees needed to do work before that takes place. It was then decided to hold meetings every Thursday through February starting with January 31<sup>st</sup>. February dates are the 7<sup>th</sup>, 14<sup>th</sup>, 21<sup>st</sup>, 28<sup>th</sup>. Meetings will be publicized.

On January 24<sup>th</sup>, Governance will be a main agenda item as well as any other deal breaker.

Sub-committees should select a chair as well a secretary. All sub-committees need to keep minutes. Minutes are to be sent to the Wiscasset Central Office to be given to the RPC Secretary for inclusion in the minute packet.

If sub-committees are holding meetings at other times, please notify the Wiscasset Central Office for publicizing.

9. There was no public comment.

10. Meeting was adjourned at 8:50 p.m.

Respectfully submitted,

Sandra S. Crehore  
Secretary

## **Reorganization Planning Committee**

*Alna, Palermo, Somerville, Westport Island, Whitefield, Windsor, Wiscasset*

January 24<sup>th</sup>, 2008 at 6:30 pm  
Whitefield Elementary School

### **AGENDA**

- 1) Call to order
- 2) Adjustments to agenda
- 3) Approval of Minutes (1/10)
- 4) Chelsea Consideration Roll-Call
- 5) Major Governance Options
- 6) Subcommittees Breakout Sessions (time permitting)
  - Subcommittee Reports
    - a. Identify spokesperson
    - b. Identify secretary
    - c. Target completion date
- 7) Public Comment
- 8) Future meetings

All meetings at Whitefield Elementary School from 6:30-9:00pm unless noted otherwise.

  - Thursday, January 31<sup>st</sup>
  - Thursday, February 7<sup>th</sup>
  - Thursday, February 14<sup>th</sup>
  - Thursday, February 21<sup>st</sup>
  - Thursday, February 28<sup>th</sup>

## SHEEPSCOT VALLEY REGIONAL PLANNING COMMITTEE MINUTES - JANUARY 24<sup>TH</sup>, 2008

1. The meeting was called to order at 6:30 p.m. by Doug Smith, Co-chair

Roll call found the following:

	Present	Absent
Alna	Liz Brown Albert Lawrence Brian Lawrence	Barbara Baston
Chelsea	Allen Hallett Sharon Morang Cheri Rodrique	Richard Cote
Palermo	Blake, Brown, Co-chair Mark Brundage,	Dean Potter
Somerville	Lisa Miller, Alternate Frank Hample David Stanley	Natasha Bouchard
Westport Island	Sandra Crehore, Secy Dennis Dunbar Carolyn Meixell	David Blake
Whitefield	Lester Sheaffer Robert Soohey	Steven McCormack,
Windsor	Richard Hagan Carl Pease, Alt	Thomas Birmingham, Dwight Tibbetts
Wiscasset	George Greene Doug Smith, Co-Chair Nicole Viele	
Facilitator	Jake Clockedile	
Superintendents	Frank Boynton Jay McIntire Greg Potter	

2. There were no adjustments to the agenda

3. The minutes were accepted as printed.

**MOTION:** Mark Brundage, seconded by Carolyn Meixell, carried.

4. A roll call was taken to see if the four town school committees who hadn't voted by last meeting on admitting Chelsea had now done so and the result of that vote:

**ALNA: YES - SOMERVILLE: YES - WESTPORT ISLAND: YES - WINDSOR: YES**

### 5. GOVERNANCE

Representative, Lisa Miller, presented an update on Legislation. LD1932 is to be going before the Legislature and the financial picture is moving pretty fast. The Education Committee has submitted their report as an Emergency Bill which includes changes of the voting dates in Bucket A and Bucket B includes controversial issues among the committee and may not even come out of committee.

The minority report is a fix it bill. It includes Super Unions and Unions allowing a lot of flexibility to the Towns to enable them to have more involvement. This could either be a bill or an amendment.

The budget validation process is not mandatory this year but may be done at the discretion of the municipal officers.

There is a new deadline for submitting the next plan phase: March 28<sup>th</sup>.

Jay McIntire presented Legal Interests Driving Governance Limitations and a chart with the options. After discussion it was decided that the best method was "Any Other method consistent with equal representation laws." There are 13,000 total votes for our RSU. Town may select one or more persons who carry the population votes. The Education Committee bill says no member's vote may have an excess over equal that exceeds 5% instead of 2%.

#### DISCUSSION:

- Option 3 can be used here only if the bill passes.
- Question: how often would the population be reassessed? – answer: by request of a community or by wording in the plan.
- We need to be clear about which option makes the most sense.
- Town questions to committee members have seemed to all be about weighted voting.
- Population is physical bodies – not taxpayers or registered voters.
- Sub-districts add complexities. Weighted voting much simpler.
- Maybe a little larger board would divide up the chores easier.
- 2 members per town for a board of 16, voting weighted by population.
- Frank Boynton suggested 2 members per small towns (Alna, Palermo, Somerville, Westport Island) and 3 members per the larger towns (Chelsea, Whitefield, Windsor, Wiscasset) making a board of 20. This helps with the 51%. Jay McIntire will run the numbers of this option plus the 2 member/town option for comparison.

The final comparison will be presented in advance so that the committee can come to a decision next week.

## 6. BOARDS UNDER BOARDS

#### DISCUSSION:

- There are elected officials in towns to handle issues with those towns, local school committee not needed.
- Towns favoring local committees were asked for a list of whys and why nots for next meeting.
- Locally raised extra monies would have to be turned over to the RSU Board for spending although the reason could be mandated.
- LD1932 spells out RSU Board duties with "shall be but not limited to." Jake Clockedile stated that if local school committees are used, their power structure will have to be spelled out and clarified as LD 1932 will narrow the range of these local committees. The majority report clearly spells out the fiduciary responsibilities of the RSU Board.
- Carl Pease made a motion that the RPC Committee instruct the Governance Sub-committee to recommend that there be or not be a provision for local school boards under the RSU. This motion died for lack of a second.
- A statement was made that the RPC has a responsibility to do what is best for the RSU and the children being educated and then to provide the towns with what they need to make an educated decision.
- One member said to compromise now to get what you want later.

- Greg Potter gave the suggestion that the RSU include a local school committee provision. Have a discussion around an idea to lay out the option and let a community form theirs as a way to get road blocks out of the way.
- Towns who want local committees could have elected RSU directors be part of these local boards with explicit duties narrowly defined and laid out.

**ROLL CALL QUESTION:** Recommending that your town have a local school committee.

Result: **YES** – two (Palermo and Windsor)

**NO** – six

7. Do we want to continue to look at these issues as a full group or continue with sub-committees?

**DISCUSSION:**

- Use sub-committees but the full RPC give them direction so that they don't put in a lot of work and come back to have it knocked out.
- Proposals will need to be voted on by whole RPC.
- Tonight saw a lot of headway and as a group this might continue.
- Guidelines need to be presented to sub-committees.
- It took a long time to get where we are tonight. Sub-committees, with guidance, might cut this down.
- Serious discussions: property, contracts, curriculum.
- Major roadblocks will be given to the sub-committees to work out. If a sub-committee comes up with a roadblock, they can come back and poll the RPC.
- Before leaving tonight, sub-committees are to have chairs and secretaries so that this task doesn't need to be done at the next meeting.

8. Meeting adjourned at 9:20 p.m.

Respectfully submitted:

Sandra S. Crehore  
Secretary

## **Reorganization Planning Committee**

*Alna, Chelsea, Palermo, Somerville, Westport Island, Whitefield, Windsor, Wiscasset*

January 31<sup>st</sup>, 2008 at 6:30 pm  
Whitefield Elementary School

### **AGENDA**

- 1) Call to order
- 2) Adjustments to agenda
- 3) Approval of minutes (1/24)
- 4) Review Governance options before referral to subcommittee
- 5) Review road blocks (if any) on remaining subcommittee topics
  - Contracts
  - Disposition
  - Educational Programs/Services
  - Finance
  - Governance
- 6) Subcommittees breakout sessions
  - Identify spokesperson & secretary
- 7) Public comment
- 8) Future meetings - all meetings at Whitefield Elementary School at 6:30 pm unless noted otherwise.
  - Thursday, February 7<sup>th</sup>
  - Thursday, February 14<sup>th</sup>
  - Thursday, February 21<sup>st</sup> ?????
  - Thursday, February 28<sup>th</sup>
- 9) Adjourn

## **SHEEPSCOT VALLEY REGIONAL PLANNING COMMITTEE MINUTES - JANUARY 31<sup>st</sup>, 2008**

1. The meeting was called to order at 6:30 p.m. by Doug Smith, Co-chair

Roll call found the following:

### **Present**

### **Absent**

Alna	Barbara Baston, Liz Brown	
	Albert Lawrence, Brian Lawrence	
Chelsea	Richard Cote, Allen Hallett	
	Sharon Morang, Cheri Rodrique	
Palermo	Blake, Brown, Co-chair	Dean Potter
	Mark Brundage,	
Somerville	Lisa Miller, Alternate	Natasha Bouchard
	Frank Hample,	David Stanley
Westport Island	Sandra Crehore, Secretary	David Blake
	Dennis Dunbar, Carolyn Meixell	
Whitefield	Lester Sheaffer, Robert Soohey	Steven McCormack
Windsor	Thomas Birmingham	
	Dwight Tibbetts, Richard Hagan	Carl Pease, Alt
Wiscasset	Doug Smith, Co-Chair	
	Nicole Viele, George Greene	
Facilitator	Jake Clockedile	
Superintendents	Frank Boynton, Jay McIntire,	
	Greg Potter	

2. There were no adjustments to the agenda.
3. The minutes were accepted as printed with a date change at the top to January 24<sup>th</sup>.
4. Governance options to go to the Governance sub-committee for a recommendation as to 16 or 20 members on the RSU Board, to come back to the full RPC committee for a vote.
5. We are breaking out into sub-committees tonight. It was noted that Whitefield is planning a new town office and maybe a Superintendent's office in the building could be discussed. Frank Boynton said that a plan had been talked about already.
6. It was suggested to revisit local school committees or not but there was no further discussion as a roll call had been taken last meeting on this issue.

Full meeting was suspended and the various sub-committees went into separate rooms to work on their topics. The full RPC re-convened at 9:00.

7. There was no public comment.

8. Committees were asked if they had any roadblocks to report on. At present, there were none.
9. There was discussion about having a meeting on February 21<sup>st</sup> due to school vacation and people with plans but with all the work that needs to be done by March 28<sup>th</sup> in order to submit the plan so that votes can be taken in June. Further dates were set for the month of March – March 6<sup>th</sup>, 13<sup>th</sup>, 20<sup>th</sup>, and 27<sup>th</sup>. Same time, same meeting place.

Meeting adjourned at 9:08 p.m.

Respectfully submitted  
Sandra S. Crehore, Secretary

*The Secretary will have a folder with committee reports in it for anyone who wishes to read them.*



## **Reorganization Planning Committee**

*Alna, Chelsea, Palermo, Somerville, Westport Island, Whitefield, Windsor, Wiscasset*

February 14<sup>th</sup>, 2008 at 6:30 pm  
Whitefield Elementary School

### **AGENDA**

- 1) Call to order
- 2) Adjustments to agenda
- 3) Approval of minutes (1/31)
- 4) Constitutional Limitations to RSU After Voter Approval  
(short presentation by Jay McIntire)
- 5) Optional Group Discussion of any Subcommittee Roadblock/Issues
- 6) Subcommittees breakout sessions
  - a. Contracts
  - b. Disposition
  - c. Educational Programs/Services
  - d. Finance
  - e. Governance
- 7) Public comment
- 8) Calendar - Whitefield Elementary School at 6:30 pm unless noted
  - Thursday, February 21st (Governance subcommittee report due)
  - Thursday, February 28th (Finance subcommittee report due)
  - Thursday, March 6th (all other subcommittee reports due)
  - Thursday, March 13th (review status of plan to date)
  - Thursday, March 20th (final approval of plan)
  - \*\*\*\*\* local school boards to vote on plan for submission to DOE \*\*\*  
Thursday, March 27th
  - \*\*\* MARCH 28th – REVISED PLAN DUE \*\*\*
- 9) Adjourn

# SHEEPSCOT VALLEY REGIONAL PLANNING COMMITTEE MINUTES - FEBRUARY 14<sup>TH</sup>, 2008

1. The meeting was called to order at 6:35 p.m. by Doug Smith, Co-chair

Roll call found the following:	<b>Present</b>	<b>Absent</b>
Alna	Barbara Baston Liz Brown Albert Lawrence Brian Lawrence	
Chelsea	Allen Hallett Sharon Morang Cheri Rodrique, Alternate	Richard Cote
Palermo	Blake, Brown, Co-chair	Dean Potter
Somerville	Mark Brundage Lisa Miller, Alternate	Natasha Bouchard, Frank Hample, David Stanley
Westport Island	Sandra Crehore, Secretary David Blake Dennis Dunbar Carolyn Meixell	
Whitefield	Lester Sheaffer	Steven McCormack, Robert Soohey
Windsor	Thomas Birmingham Dwight Tibbetts	Richard Hagan. Carl Pease, Alt
Wiscasset	George Greene Doug Smith, Co-Chair	Nicole Viele
Facilitator	Jake Clockedile	
Superintendents	Frank Boynton Jay McIntire Greg Potter Elaine Nutter	

2. Adjustments to the agenda:  
 Casco Bay Plan: Doug Smith said that the Casco Bay Plan is available with copies for all Sub-committee chairs. Since this is touted as a model plan, members may want to make reference to it.  
  
 Fiscal Agent appointment.
3. The January 31<sup>st</sup> minutes were accepted as printed.
4. It was brought to the attention of the group, that there needs to be a fiscal agent to take care of monies available for dispersement.  
  
**MOTION:** Lester Sheaffer made moved that Jay McIntire be the fiscal agent, seconded by Richard Hagen. Vote: Yes 9, No 3 **Motion carried.**
5. Discussion: Legislature needs to adopt some kind of legislation that lets changes be made and voted on by each municipality separately. What decisions do we want the RSU Board to be able to make. We need to be sure these are spelled out in the plan.

6. As requested, the Governance Committee reported out on the issues from the January 24<sup>th</sup> meeting.

- **MOTION: Recommend that 20 members as described in the printed options, option D with weights as shown in handout. Motion by Mark Brundage, seconded by Lester Sheaffer.** After clarification by Jay McIntire that the population numbers were the 2000 census and that the numbers will change when using the 2006 census although it will not impact the number of representatives per town. With this method Alna would have approximately 338 votes/member; Chelsea 853; Palermo 610; Somerville 255; Westport Island 372; Whitefield 791; Windsor 734; Wiscasset 1201 for a total of 6944, these figures based on 2000 census. **Roll call vote: Unanimous by all eight towns to adopt this recommendation.**
- **MOTION: Initial terms of members from each town will be determined after the elections by having the person with the most votes take the longest available term.** Towns having three members (Chelsea, Whitefield, Windsor, and Wiscasset) will have one year, two year, and three year terms. In the four remaining towns, two towns will have a one year term and a three year term, one town will have a two year term and a three year term, and one town will have a one year term and a two year term. **Motion to accept this made by Barbara Baston, seconded by Richard Hagen. Roll call vote: Unanimous by all eight towns to adopt this motion.** Following this vote, numbers representing terms were put into a hat and a representative from each of the four towns affected drew. The results as followed: Alna has a one year term and a three year term; Palermo has a two year term and a three year term; Somerville has a one year term and two year term and Westport Island has a one year term and a three year term.
- **MOTION: The initial weights of votes will be the population of each town (from the 2006 estimated census) within the RSU divided by that town's number of members on the RSU board. The weights of member votes will be recalculated after each U.S. Census, with the redistribution of weights taking effect January 1<sup>st</sup> of the year following the publication of the final census figures.** Frank Boynton brought up using July 1<sup>st</sup> as the date the new weights would take effect as that is the school's fiscal date. **The above motion was amended changing January 1<sup>st</sup> to July 1<sup>st</sup>. Motion by George Greene, seconded by Dennis Dunbar. Roll call vote: Unanimous by all eight towns to adopt this motion.**
- **MOTION: A majority vote on a motion is determined by the majority of the weighted voters of those present and voting except when otherwise required by law or another provision of this plan. Motion by David Blake, seconded by Sandra Crehore. Roll call vote: Unanimous by all eight towns to adopt this motion.**

- **MOTION: A quorum shall be established by having at least 5 towns represented and those members present holding more than half of the total votes of the RSU board. Motion by Richard Hagan, seconded by Mark Brundage. Roll call vote: Unanimous by all eight towns to adopt this motion.**
- **MOTION: The closing of a school shall require 2/3 or more of all votes of the full RSU Board.** Discussion about Wiscasset being exempt because they are all ready in the process. **Motion amended: remove "or more: after 2/3 in the original motion. Add "with exception of any units who have taken a formal action of the local school board to close a school prior to the formation of the RSU. Motion by Lester Sheaffer. Motion died for lack of a second.** Request that this go back to the Governance Sub-Committee lacked a motion to do so.
- **New Motion: The closing of a school shall require at least 2/3 of all votes of the full RSU Board with the exception of any units who have taken a formal action of their local school Board to close a school prior to formation of the RSU. Motion by Douglas Smith, seconded by Lester Sheaffer. Roll call vote: Unanimous by all eight towns to adopt this motion.**
- **The RSU Board may designate issues on which a supermajority vote is required. It shall take a 2/3 majority vote of those present to designate such issues. Motion by Mark Brundage, seconded by Lester Sheaffer. Roll call vote: Unanimous by all eight towns to adopt this motion.**

At this time, the full committee broke out into sub-committees to continue their work, to reconvene at 9:00.

Upon reconvening at 9:00, it was asked if anyone wanted to re-visit the February 21<sup>st</sup> meeting and how many would be attending. The majority indicated they would be present so the meeting will be held.

7. There was no public comment.
8. Comment was made that the Disposition sub-committee and the Governance issues overlap.
9. Meeting adjourned at 9:12 p.m.

Respectfully submitted,  
Sandra S. Crehore  
Secretary

## **Reorganization Planning Committee**

*Alna, Chelsea, Palermo, Somerville, Westport Island, Whitefield, Windsor, Wiscasset*

February 21<sup>st</sup>, 2008 at 6:30 pm  
Whitefield Elementary School

# **AGENDA**

- 1) Call to order
  - 2) Adjustments to agenda
  - 3) Approval of minutes (2/14)
  - 4) Optional Group Discussion of any Subcommittee Roadblocks, Issues or Recommendations
  - 5) Subcommittees breakout sessions
    - f. Contracts
    - g. Disposition
    - h. Educational Programs/Services
    - i. Finance
    - j. Governance
  - 6) Public comment
  - 7) Calendar - Whitefield Elementary School at 6:30 pm unless noted
    - Thursday, February 28th (Finance & Governance reports due)
    - Thursday, March 6th (all other subcommittee reports due)
    - Thursday, March 13th (review status of plan to date)
    - Thursday, March 20th (final approval of plan)
- \*\*\* Local school boards to vote on plan for submission to DOE \*\*\*
- Thursday, March 27<sup>th</sup> (approval & signatures)
- \*\*\* MARCH 28th – REVISED PLAN DUE \*\*\*
- 8) Adjourn

*Please note our schedule of deliverables due in the next few weeks – deadlines are looming!*

# SHEEPSCOT VALLEY RSU REORGANIZATIONAL PLANNING COMMITTEE MINUTES - FEBRUARY 21<sup>st</sup>, 2008

1. The meeting was called to order at 6:36 p.m. by Doug Smith, Co-chair.

In the absence of Sandra Crehore, George Greene volunteered to record the minutes.

Roll call found the following:		Present	Absent
Alna		None Present	Barbara Baston Liz Brown Albert Lawrence Brian Lawrence
Chelsea		Allen Hallett Richard Cote Cheri Rodrique, Alternate	Sharon Morang
Palermo		Blake, Brown, Co-chair Mark Brundage	Dean Potter
Somerville		None present	Lisa Miller, Alternate, Natasha Bouchard, Frank Hample, David Stanley
Westport Island		Dennis Dunbar	Sandra Crehore, David Blake, Carolyn Meixell
Whitefield		Lester Sheaffer Steven McCormack	Robert Soohey
Windsor		Carl Pease, Alt	Thomas Birmingham, Dwight Tibbetts, Richard Hagan
Wiscasset		George Greene Doug Smith, Co-Chair	Nicole Viele
Facilitator		Jake Clockedile	
Superintendents		Frank Boynton Jay McIntire Greg Potter Elaine Nutter	

Quorum was determined as 6 towns were represented: *(adopted 1/10/2008) A quorum would be made up of a majority of the total number of towns.*

2. Adjustments to the agenda: Doug Smith states that the Finance subcommittee was at an impasse and wanted to present the current status to seek future direction from the group.
3. Minutes: MOTION: Lester Sheaffer made a motion to accept the February 14<sup>th</sup> minutes as printed, seconded by Mark Brundage. Motion carried by consensus.
4. The Finance subcommittee reported there current status – handouts were provided.
  - "Guiding Principles for Cost Sharing Goal Development" reported by Dennis Dunbar
    - Discussion followed about the need to emphasize "for the education of our students".

- Group consensus decided to remove item #2, #3 becomes item #2, and revise bullet to read, "Sheepscot Valley RSU will seek to achieve maximum efficiency within the framework of providing high quality education to our students in the use and sharing of all resources."
- **MOTION: Adopt "Guiding Principles" as part of plan with revisions.**  
**Motion by Mark Brundage, seconded by Dennis Dunbar.**
- **Roll call vote: Unanimous to accept by all six (present) towns.**

Alna (not present)	Chelsea (Rick Cote) = Yes	Palermo (Blake Brown) = Yes
Somerville (not present)	Westport (Dennis Dunbar) = Yes	Windsor (Carl Pease) = Yes
Whitefield (Lester Sheaffer) = Yes	Wiscasset (Doug Smith) = Yes	
- "Potential Cost Sharing Factors" reported by Doug Smith
  - Finance subcommittee determined that option #8 is the only one applicable to our RSU
  - Jake Clockedile recommends an interim funding formula that the RSU can adopt or change in year 3.
  - "Recommended Funding Factors" handout provided (options look at state valuation, pupil population, census population, or reduced/free lunch rate)
- "Taxation Distribution Safety Net Proposal" reported by Jay McIntire
  - The intent is to provide a "safety net" that varies from year to year to assist communities that have large tax increases.
  - Greg Potter clarified and emphasized this is not a funding formula, it is a interim safety net that "helps us get efficient together".
  - **MOTION: Adopt "Taxation Distribution Safety Net" as part of plan.**  
**Motion by Carl Pease, seconded by Lester Sheaffer.**
  - **Roll call vote: Unanimous to accept by all six (present) towns.**

Alna (not present)	Chelsea (Allen Hallett) = Yes	Palermo (Blake Brown) = Yes
Somerville (not present)	Westport (Dennis Dunbar) = Yes	Windsor (Carl Pease) = Yes
Whitefield (Lester Sheaffer) = Yes	Wiscasset (Doug Smith) = Yes	
- "Potential Wording for a Transitional Cost Sharing Plan" reported by Jake Clockedile
  - Discussion about how it allows the RSU to change the plan
  - Item #5 - remove ... "a (choose a mechanism ...)" – item should read  
*If the Board decides to proceed with changes to the cost sharing formula, the changes shall be presented to the public for ratification through either a District wide referendum or a District wide meeting. The Board may also include such changes as part of the regularly scheduled District Budget meeting or District Budget referendum.*
  - Item #9 ("make" vs. "consider") – item to read  
*"Should the Board decide not to **make** any changes in the formula in the years designated for review, a petition signed by a number of voters that is at least 10% of the number of voters from the RSU who voted in the last gubernatorial election shall cause the Board to conduct the review and to report the decisions that come from that review at a regularly scheduled meeting of the Board."*

- Item #8 – add “formula” after cost sharing and term agreed to by group is 3 years.  
*“The RSU Board shall review the cost sharing **formula** plan in the above manner at least every **3** years, for the purpose noted in statement #1 above.”*
- **MOTION: Adopt “Wording for a Transitional Cost Sharing Plan” as part of plan with a review term of 3 years (under item #8). Motion by George Greene, seconded by Blake Brown.**
- **Roll call vote: Unanimous to accept by all six (present) towns.**

Alna (not present)	Chelsea (Allen Hallett) = Yes	Palermo (Blake Brown) = Yes
Somerville (not present)	Westport (Dennis Dunbar) = Yes	Windsor (Carl Pease) = Yes
Whitefield (Lester Sheaffer) = Yes	Wiscasset (Doug Smith) = Yes	
- Cost Sharing above EPS – discussion revealed all subcommittees need to input into Finance before an interim formula can be finalized. Group requested that Greg Potter develop a proposal showing proportions and actuals for next meeting.

5. There was no public comment.

6. Reminder of future meetings and deadlines for March 28<sup>th</sup> plan.

7. Meeting adjourned at 9:05 p.m.

Respectfully submitted,  
 George Greene, Recording Secretary  
 (for Sandra Crehore)



## **Guiding Principles for Cost Sharing Goal Development In Accordance with LD 1932 (if enacted)**

The following Guiding Principles are suggested for consideration of a new School Committee once formed:

### Guiding Principals

1. Cost sharing will be done in as fair and even-handed manner as possible for each member town.
2. Sheepscot Valley RSU will seek to achieve maximum efficiency within the framework of providing high quality education to or students in the use and sharing of all resources.

*RPC – revised & adopted 2/21/2008*

## **Potential Cost Sharing Factors**

(For costs above EPS)

Factor	Likely to Work Well	Unlikely to Work Well
1. VALUATION Best to use 2007 rates & 100% EPS	<ul style="list-style-type: none"><li>Where communities are of similar size and valuations.</li><li>Merging of SAD's using 100% valuations</li></ul>	<ul style="list-style-type: none"><li>Where communities with high valuation &amp; low student population are combining with low valuation &amp; high student population</li><li>Districts with significant disparity in value</li></ul>
2. PUPIL POPULATION	<ul style="list-style-type: none"><li>Where communities with similar pupil population are joining</li><li>Where communities share similar economic conditions</li></ul>	<ul style="list-style-type: none"><li>Districts with wide disparities in student number are combining</li></ul>
3. CENSUS (general population)	<ul style="list-style-type: none"><li>May work best in combination with other factors (ex. 1 &amp; 2 above)</li></ul>	<ul style="list-style-type: none"><li></li></ul>
4. FREE / REDUCED LUNCH RATE	<ul style="list-style-type: none"><li>Works best in combination with other factors</li><li>Where communities share similar economic conditions</li></ul>	<ul style="list-style-type: none"><li></li></ul>
5. MARKET AREA (median income of community) use Labor Dept. Market area research for individual communities	<ul style="list-style-type: none"><li>Where communities have high valuation and low income</li><li>Works best in combination with other factors</li></ul>	<ul style="list-style-type: none"><li></li></ul>
6. CARRY IN AN AGREED UPON FIXED AMOUNT OVER EPS	<ul style="list-style-type: none"><li>Where communities have a wide disparity in amounts over EPS</li><li>Best used in combination with other factors</li></ul>	<ul style="list-style-type: none"><li></li></ul>
7. CARRY IN CURRENT ABOVE EPS % (2007-2008)	<ul style="list-style-type: none"><li>Works best as ONLY a temporary transition plan</li><li>Works in the widest range of combinations</li></ul>	<ul style="list-style-type: none"><li></li></ul>
8. K-8 FUNDED AT EPS BY RSU; ABOVE EPS FUNDING BY INDIVIDUAL COMMUNITIES ...  9-12 ABOVE EPS COSTS FUNDED ACROSS RSU W/ONE OR MORE OF THE ABOVE FACTORS	<ul style="list-style-type: none"><li>Where towns have a history of "school union" experience</li><li>Where there is a need to flatten disparities in valuation</li></ul>	<ul style="list-style-type: none"><li>Where multiple communities have K-12 programs coming together (i.e. multiple high schools)</li></ul>
9. COMMERCIAL / RESIDENTIAL VALUATION RATIOS	NOT RECOMMENDED AS A FACTOR BECAUSE OF THE COMPLEXITY & VARIATION OF DATA	
<ul style="list-style-type: none"><li>Very important to review all of the implemented factors after two years</li><li>Bets to try all combinations of these factors</li><li>All of these factors are intended for use above EPS</li></ul>		

*Provided by Jake Clockedile 2/11/2008*

## **Taxation distribution safety net proposal**

In any fiscal year in which the application of the RSU's funding formula results in one or more towns having a total decrease of local tax dollars raised for education\* of 3% or more, the following will apply:

5. Each town described above (contributors) will raise additional tax dollars equal to half of the difference between their prior year's tax burden and that anticipated under the RSU funding formula.
6. Additional monies raised under #1 will be used to reduce the tax burden of any towns in the RSU anticipating an increase in total local tax burden that exceeds 3% (receivers). These reductions will be distributed among such towns on the basis of their population until each has no larger year-to-year increase than 3%.
7. In any year when the amounts raised under #1 above exceed the amounts needed to hold local taxation amounts constant, the additional monies raised shall be invested in an account to be used for major capitol expenses of the RSU.
8. If in any given year the RSU board determines that it has adequate money invested in its long-term capitol improvement account to meet its foreseeable needs, it may redirect the additional funds realized under #3 above for other educational purposes.

*\*For purposes of this section, "local tax dollars raised for education" means the tax dollars raised to serve the purposes of the RSU. It does not include taxes raised for other educational purposes or for purposes that are otherwise required by law to be the obligations of municipalities, not the RSU.*

-----  
**EXAMPLE:**

	<u>Current year taxes</u>	<u>Next fiscal year calculated taxes</u>	<u>Population</u>
Alna	1,000,000	900,000	
Westport Island	1,000,000	1,020,000	
Wiscasset	5,000,000	4,500,000	
Somerville	800,000	850,000	500
Windsor	3,000,000	3,200,000	2,000
Whitefield	3,000,000	2,970,000	
Palermo and Chelsea		no change	

STEP 1. Since its tax burdens are anticipated to decrease by more than 3%, Alna and Wiscasset would raise half of the difference (\$50,000 for Alna and \$250,000 for Wiscasset) and make this available to the RSU, so their local tax contributions would in fact be reduced by 5% instead of 10%.

STEP 2. The \$300,000 raised in step one would be available for distribution to any town with anticipated tax increases exceeding 3%, in this case Somerville and Windsor. The ratio of populations of these towns is 1:4, so the \$300,000 would be distributed accordingly until each town would realize an increase of 3%. In this case, there are sufficient funds to bring both of them down to the 3% goal. Thus Somerville would receive \$26,000 to offset taxes (yielding an increase of 3% from \$800,000 to \$824,000) and Windsor would receive \$110,000 to offset taxes (yielding an increase of 3% from \$3,000,000 to \$3,090,000).

STEP 3. The remaining \$164,000 would be invested in the RSU's account for capitol investments.

Note: Westport Island's increased tax burden of 2% would not be large enough for it to qualify as a receiver. Whitefield's decreased tax burden of 1% would not be large enough for it to qualify as a contributor.

*Provided by Jay McIntire – 2/14/2008  
Revised & Adopted by RPC 2/21/2008*

## Transitional Cost Sharing Plan

The RSU Board of Directors will have the authority to review and analyze the cost sharing formula in year 3 following incorporation of the RSU. If the Board decides that the cost sharing formula should be revised to provide greater balance in the cost sharing agreement, the Board shall utilize the following procedure to make any changes deemed advisable.

1. The Board shall conduct a review and study of the cost sharing formula as it has been used during the first three years of the existence of the RSU. In doing so, the Board shall consider variations in local costs that have occurred as a result of implementation of the cost sharing plan.
2. The Board may choose to conduct the review as a full Board, or to assign it to an appropriate Board sub-committee. They may also by majority vote, determine to employ a qualified consultant or consultants to conduct the review and bring any recommended changes to the Board for consideration.
3. If changes are recommended in the cost sharing formula, the Board will present those changes for discussion and review in a public hearing held for the residents of the RSU.
4. Following the public hearing, the Board shall complete a final review and consideration of the recommended changes as part of a regularly announced Board meeting.
5. If the Board decides to proceed with changes to the cost sharing formula, the changes shall be presented to the public for ratification through either a District wide referendum or a District wide meeting. The Board may also include such changes as part of the regularly scheduled District Budget meeting or District Budget referendum.
6. The meeting (or referendum) will be preceded by a public hearing on the proposed changes at which, a complete impact analysis of the changes will be explained to the public both in writing and verbally at the hearing.
7. The voting process and public hearings will be conducted in compliance with applicable state law and RSU Board policy.
8. The RSU Board shall review the cost sharing formula plan in the above manner at least every 3 years, for the purpose noted in statement #1 above.
9. Should the Board decide not to make any changes in the formula in the years designated for review, a petition signed by a number of voters that is at least 10% of the number of voters from the RSU who voted in the last gubernatorial election shall cause the Board to conduct the review and to report the decisions that come from that review at a regularly scheduled meeting of the Board.

Provided by Jake Clockedile - 2/11/08  
*Revised & Adopted by RPC 2/21/2008*

## **Reorganization Planning Committee**

Alna, Chelsea, Palermo, Westport Island, Whitefield, Windsor, Wiscasset, Somerville  
Whitefield Elementary School, Thursday, February 28, 2008, 6:30PM

1. Role Call of Membership and Towns
2. Adjustments to Agenda?
3. Resignation of Doug Smith (Co-Chair Position)
4. Election of New Co-Chair?
5. Approval of Minutes (2/21/08)
6. Sub Committee Time? 1 Hour? (Discuss)
7. Return to Large Group / Quick Update (Chairs) of Sub Committee Discussions/Work
8. Timeline for Plan Submission-Discussion
9. Set Agenda / Tasks for Next Meeting (Thursday, March 6<sup>th</sup>)
10. Other?
11. Adjourn

SHEEPSCOT VALLEY REGIONAL PLANNING COMMITTEE  
MINUTES - FEBRUARY 28<sup>th</sup>, 2008

1. The meeting was called to order at 6:35 p.m. by Blake Brown, Co-chair

Roll call found the following:	<b>Present</b>	<b>Absent</b>
Alna	Barbara Baston	Brian Lawrence
	Liz Brown	Albert Lawrence
Chelsea	Richard Cote	Rick Danforth, Alt.
	Allen Hallett	
	Sharon Morang	
Palermo	Cheri Rodrique, Alternate	
	Blake, Brown, Co-chair	Dean Potter
	Mark Brundage,	
Somerville	Lisa Miller, Alternate	Natasha Bouchard,
	David Stanley	Frank Hample
Westport Island	Sandra Crehore, Secretary	
	David Blake	
Whitefield	Carolyn Meixell	Dennis Dunbar
	Lester Sheaffer	Steven McCormack,
	Robert Soohey	
Windsor	Carl Pease, Alt	Thomas Birmingham,
	Dwight Tibbetts	Richard Hagan
Wiscasset	George Greene	Doug Smith
		Nicole Viele
Facilitator	Jake Clockedile	
Superintendents	Frank Boynton	
	Jay McIntire	
	Greg Potter	
	Elaine Nutter	

2. Adjustments to the agenda

Lester Sheaffer requested time to discuss what happened last week. The Ground Rules when we started all of this were that problems would be out in front. Last week, without knowledge of most, the agenda was changed and the Finance Subcommittee had discussion with the chair not saying anything. Next week's agenda needs to be set before leaving tonight and new items need to be brought up under Adjustments to the Agenda. Everybody needs to get their ideas out. Sandra Crehore said she has been disturbed by an undertone of "our town won't pass it anyway".

3. Resignation of Doug Smith from Co-chair Position

A letter of resignation from Doug Smith was read by Jay McIntire. At this time, he is not resigning from the RPC but because of business constraints, his attendance may be spotty. **MOTION:** Carolyn Meixell made a motion to accept Doug's resignation from Co-chair with regret. This was seconded by Mark Brundage and passed with a unanimous vote. Lester Sheaffer thanked Doug for the time he has put in.

4. Election of new co-chair.

**MOTION:** Robert Soohey nominated Lester Sheaffer as new co-chair. Seconded by Mark Brundage and passed with a unanimous vote. Lester assumed his new duties.

5. Approval of the minutes

**MOTION:** Dwight Tibbetts made a motion to approve the minutes as printed. Seconded by Mark Brundage. Passed with a unanimous vote.

6. The Committee broke at 6:55 for sub-committee work for one hour, to reconvene at 8:00 p.m.

7. Committee updates:

- a. Contracts – the sub-committee is chugging along. Looking to equalizing teacher salaries by creating bands. Should be ready with a completed report by March 13<sup>th</sup>.
- b. Disposition – making progress. Looking at coverage in use of buildings now.
- c. EPC – Has a draft form but will update it and maybe can report out next week.
- d. Finance – voted on options tonight. Will have a recommendation by March 13<sup>th</sup>.
- e. Governance – Made good progress. Met with Disposition and talked about road blocks. Local School Board is an issue – have a trial period for 2 or 3 years of just an RSU Board and then towns have a right to elect local school board if they feel it is necessary. Governance will be ready to report on the 13<sup>th</sup> or 20<sup>th</sup>

8. Timeline for Plan Submission Discussion.

Final plan not reasonable for March, maybe April if we want a June referendum vote. Bills in the Legislature may affect the plan so maybe a referendum vote won't be possible until September. Cost of a referendum will be supported by the state. Maybe a January '09 will be allowed for Plan. Jake Clockedile gave a list of what will be expected from the RSU Board in order for the RSU to be viable by July 1<sup>st</sup> with examples. It looks like an 8 or 9 month window is needed for these to be completed. Discussion of the strategy for holding the vote.

It was pointed out that the law has no exit strategy now but there probably will be. The only way now is to have voters vote the plan down.

Discussion continued with dates etc. **MOTION:** Mark Brundage made a motion that all sub-committees be prepared to vote on March 21<sup>st</sup>. There was no second and Mark withdrew his motion.

9. Agenda for next week.

- a. RSU Plan update by Superintendents so that all school committees can vote by March 28<sup>th</sup>.
- b. Contracts mini report
- c. Add "Public Comment"
- d. Additions to the agenda can be done by contacting Lester or Blake.

10. Public Comment

It was asked what the procedure for an alternate to sit in on sub-committees. Alternates need to be appointed by Selectmen.

11. Other Business

**MOTION:** Dwight Tibbetts made a motion that we request that Jake Clockedile continue as our facilitator. Bob Connors has been gone long enough to have lost continuity whereas Jake has been present every week. This was seconded by David Stanley and passed with a unanimous vote. Blake and Lester will take care of this tomorrow (the 29<sup>th</sup>).

12. Meeting adjourned at 8:57 p.m.

Respectfully submitted,  
Sandra S. Crehore  
Secretary



## **REORGANIZATION PLANNING COMMITTEE**

Alna, Chelsea, Palermo, Westport Island, Whitefield, Windsor, Wiscasset, Somerville  
Whitefield Elementary School, Thursday, March 6, 2008, 6:30 p.m.

1. Roll Call of Membership and Towns
2. Adjustments to Agenda?
3. Approval of the minutes of 2-28-08
4. Contracts Mini-report
5. Sub-committee Time (1 hour)
6. Return to Large Group/Update by chairs of Subcommittee/  
Discussions/Work
  - a. Reorganization Submittal Sheet by Superintendents
7. Public Comment
8. Set Agenda, Tasks for next meeting – Thursday March 13<sup>th</sup>.
9. Other
10. Adjourn

SHEEPSCOT VALLEY REGIONAL PLANNING COMMITTEE  
MINUTES  
March 6th, 2008

1. The meeting was called to order at 6:35 p.m. by Blake Brown, Co-chair

Roll call found the following: **Present**

Alna	Barbara Baston Brian Lawrence Albert Lawrence
Chelsea	Rick Danforth, Alt. Allen Hallett Sharon Morang Cheri Rodrique, Alternate
Palermo	Blake, Brown, Co-chair Dean Potter Mark Brundage,
Somerville	Lisa Miller, Alternate
Westport Island	Sandra Crehore, Secretary Carolyn Meixell
Whitefield	Lester Sheaffer Steven McCormack,
Windsor	Carl Pease, Alt Thomas Birmingham, Dwight Tibbetts
Wiscasset	George Greene Nicole Viele
Facilitator Superintendents	Frank Boynton Jay McIntire Greg Potter Elaine Nutter

**Absent**

Liz Brown

Richard Cote

Natasha Bouchard, Frank Hample,  
David Stanley  
David Blake, Dennis Dunbar

Robert Soohey

Richard Hagan  
Doug Smith

2. Adjustments to the agenda

- a. Sandra Crehore has a financial motion to present.
- b. Sandra Crehore has another issue about issues out on the table.
- c. Update of our status with Jake.
- d. Article in the Lincoln County News.

These will be taken care of after the approval of the minutes.

3. The minutes of February 28<sup>th</sup> were approved as printed with one abstention.

4. New items:

- Lester reported on our request to retain Jake as facilitator. Jake is unavailable for the next three weeks due to commitments with other RPC's. Then it is Lester's opinion he'd be able to attend ours. **MOTION:** Sandra Crehore made a motion to take Jake whenever he was available during the next three weeks and then have him after that. Mark Brundage seconded the motion and it carried unanimously. Motion carried 8-0.
- Lester read a portion of an article from the Lincoln County News which gave a false impression. After discussion, it was decided to have the secretary and co-chairs send a letter to the editor about our general process and that decisions are premature.

- **MOTION:** Sandra Crehore made a motion to direct the co-chairs of the RPC to utilize the three administrative offices to seek out a consultant or firm to develop and provide the RPC with a recommendation or two options for cost sharing within the RSU. Such cost sharing plan should include all financial issues including but not limited to: state debt service, local debt, capital debts, leases, and other forms of financial obligations. The plan or plans should include as necessary, a transition plan and provisions to alter the plan in future years. Tom Birmingham seconded the motion. After discussion including Greg Potter stating that he had an email from Jake offering to help with the cost-sharing dilemma, an **AMENDMENT** was presented by Mark Brundage: To authorize the three administrative offices to seek and get a cost estimate of what this could cost. The maker of the original motion, Sandra Crehore, accepted this amendment as did Tom Birmingham as second. Carl Pease moved the question, seconded by Nicole Viele. A **roll call vote** was taken: 8-0.
  - Sandra Crehore brought up the issue she had last week when, upon asking a question of a committee who was reporting, she was told this wasn't the time. It was explained that the idea of committee updates is to keep them moving and full discussion might impede that process. It was suggested to do this under "other" and use "other" as a parking lot. It was decided that no one should leave with questions unanswered so "Other" will be swapped with the "Set Agenda" and sub-committee reports will be followed by questions.
5. The Contracts Sub-Committee gave a mini report. They are setting a framework for the RSU Board who will be going into negotiations. Since there are wide discrepancies in salaries, they are looking for bands and asking Frank Boynton to obtain this for them. They are looking to give things a shot because you don't know if you don't try. Contract expirations are fairly close so suggestion is that towns negotiate one year at a time until they reach the same expiration date. The support staff is easier. Also discussing some overall cost saving ideas such as 1 Maintenance Director, 1 Nutritionist, 1 Certified Librarian, 1 Technology Director (a GURU if you will), 1 Curriculum Director, 1 Transportation Director etc. Frank Boynton was thanked for all the work he has done to help with this process. **ROAD BLOCKS:** Salaries, Health Insurance, Geography making contracts a little awkward. Tom Birmingham noted that this might be a good time to raise the merit raise issue. Finance and Contracts should meet together. Discussion of what is minimum as pertinent to Plan. It was decided it is to make firm recommendations and suggestions. Where does one town's contract start and where do others go? RSU Staff will have to vote who will represent them in negotiations, in essence, they are starting over. RPC should recommend what contracts continue on, which will cease.
6. **MOTION:** Mark Brundage made a motion to utilize Jake Clockedile and Jim Rier to develop an alternant recommendation in addition to whatever consultant is recommended from the previous motion This was seconded by Allen Hallett. It was cautioned to be sure that this would not be an additional cost when approaching Jake. **Roll Call vote:** 7-1
7. Broke into sub-committees for one hour. Reconvened back to full RPC at 9:00 p.m. with updates by the sub-committees:
- **CONTRACTS:** Have lists that still need to be completed. Next week, contracts will meet jointly with Finance.
  - **DISPOSITION:** Made good progress. Working on lists for real property.
  - **EPS:** Graph for next week – will be going out with the minutes.
  - **FINANCE:** A new chair was selected: Albert Lawrence. Have tabled cost sharing. Will focus on Central Office models and meet with contracts next week.

- GOVERNANCE: Motion passed on election of Local School Committees and oversight of these committees which will be presented when Governance reports out. Discussed what happens if one or more towns don't authorize the plan. They will be ready to present after the 21<sup>st</sup>.
- 8. REORGANIZATION PLAN SUBMITTAL SHEET: Jay McIntire walked the group through the sheet with time to ask questions as needed. **MOTION:** Blake Brown made a motion to authorize the Superintendents to submit updated Reorganization Plan after making the corrections that were found during discussion and after the eight School Committees have passed it. Seconded by Nicole Viele. **ROLL CALL vote:** 8-0.
- 9. There was no public comment.
- 10. Other:  
It was asked who was attending the Drummond Woodsum workshop on Monday.
- 11. Agenda was set.
- 12. Meeting adjourned at 9:25 p.m.

Respectfully submitted,  
Sandra S. Crehore  
Secretary

## **REORGANIZATION PLANNING COMMITTEE**

Alna, Chelsea, Palermo, Westport Island, Whitefield, Windsor, Wiscasset, Somerville  
Whitefield Elementary School, Thursday, March 13, 2008, 6:30 p.m.

1. Roll Call of Membership and Towns
2. Adjustments to Agenda?
3. Approval of the minutes of 3-06-08
4. Education Mini-report
5. Sub-committee Time (1 hour)
6. Return to Large Group/Update by chairs of Sub-Committee/Discussions/Work
7. Public Comment
8. Other
9. Set Agenda, Tasks for next meeting – Thursday March 20<sup>th</sup>.
10. Adjourn

# SHEEPSCOT VALLEY REORGANIZATION PLANNING COMMITTEE

## MINUTES - March 13th, 2008

### 1. The meeting was called to order at 6:30 p.m. by Lester Sheaffer, Co-chair

Roll call found the following:	<b>Present</b>	<b>Absent</b>
Alna	Barbara Baston Liz Brown Brian Lawrence Albert Lawrence	
Chelsea	Richard Cote Allen Hallett Sharon Morang Cheri Rodrique, Alternate	Rick Danforth, Alternate
Palermo	Blake, Brown, Co-chair Mark Brundage,	Dean Potter
Somerville	David Stanley	Natasha Bouchard, Frank Hample Lisa Miller, Alternate
Westport Island	Sandra Crehore, Secretary Carolyn Meixell	David Blake Dennis Dunbar
Whitefield	Lester Sheaffer, Co-chair Robert Soohey, Alternate	Steven McCormack
Windsor	Carl Pease, Alternate Dwight Tibbetts	Thomas Birmingham, Richard Hagan
Wiscasset	Nicole Viele	George Greene
Facilitator	Jake Clockedile	
Superintendents	Frank Boynton Jay McIntire Greg Potter Elaine Nutter	

### 2. Adjustments to the agenda

- a. Lester Sheaffer showed the article that was in the Lincoln County News with particular attention to the title "Supt. McIntire suggests Wiscasset Exit RSD" and noted the upheaval it has caused in the towns. Jay McIntire said that he didn't say it, does not agree with it and is not thinking it and that Sandra Crehore and Liz Brown were at the meeting and could affirm that. He was asked who, if anyone, did say it and told the committee it was a school board member. He stated that he knows it created a distraction and for that he apologizes. He immediately sent an email to the Commissioner and asked the newspaper for a retraction but realizes it still leaves an impression. It was suggested that there be an online retraction also. Jay McIntire was asked what school committee member and Jay stated that it was Doug Smith who has many concerns. Members of the committee would like to hear his point of view and wondered if he has an agenda. After discussion and comments, it was suggested that Doug Smith be asked to come and share his opinions as well as suggested that members of the RPC could attend a Wiscasset School Committee meeting. A small group might be a more productive meeting with Doug. It was also suggested that the entire Wiscasset School Committee participate in this. It was noted, however, that only one member expressed concerns, not the whole board and the Chairman of Wiscasset, Gene Stove said the board is enthusiastically behind this process and that he wouldn't care to meet as a body. No decision of what to do was made. Greg Potter said other people don't think this will save money and that he doesn't disagree with the statement.
- b. Lisa Miller is sorry not to attend tonight but the Legislature is meeting.

3. The minutes of March 6th were approved as printed. **MOTION:** Nicole Viele, seconded by Barbara Baston and carried.
4. The Education Sub-Committee presented a mini report and handed out a draft copy. There were questions and discussion. One focused on a common calendar which elicited comments from the RPC. The sub-committee was applauded for their work. **MOTION:** Carl Pease: To postpone action on the report until the next meeting. Seconded by Mark Brundage and carried.
5. The RPC broke to attend sub-committee meetings to reconvene at 8:30 p.m.
6. Sub-committees reconvened and reported:  
CONTRACTS: Met with the Finance Sub-committee and report should be ready 1<sup>st</sup> week in April.  
DISPOSITION: They have come a long way and are working now on lists.  
EDUCATION: Requested members read over the draft and email any comments to the committee. They will be ready to present next week with a vote on March 27<sup>th</sup>.  
FINANCE: Met with Contracts and will continue the dialogue at the next meeting.  
GOVERNANCE: Are discussing the Local School Board issue; election of RSU Board; process is one or more towns vote down the Plan with a report on what has been accomplished so far at the next meeting with a vote the following week.
7. Public Comment: Richard DeVries from Westport Island stated how impressed he is with the work of the committees.
8. Other
  - Greg Potter reported that he had contacted Jake Clockedile with regard to cost sharing. A small sub-committee of facilitators are working on this. **MOTION:** Sandra Crehore made a motion to ask Jake Clockedile to approach this group about working on a cost sharing plan for our RPC. Seconded by Carl Pease and passed unanimously.
  - Jake Clockedile reported that Ramblin' Chalkboard is available online as well as a Technology Guidelines.
  - It was stated that Emily Thompson of Wiscasset is available to work with some issues and Emily was introduced.
  - Question – once the RSU is formed will secondary transportation need to be provided. The answer was “no” and state law does not provide for K-8 transportation either.
  - **MOTION:** Sandra Crehore made a motion to not meet on Thursday, March 20<sup>th</sup> to allow ourselves time to debrief and clear our heads. This was seconded by Carl Pease. Motion carried with one opposed and one abstention.
  - It was asked if we should now do discussions in the larger groups or still meet in sub-committees. It was decided to meet with other sub-committees as needed.
9. Agenda was set.
10. Meeting adjourned at 8:55 p.m.

## **REORGANIZATION PLANNING COMMITTEE**

Alna, Chelsea, Palermo, Westport Island, Whitefield, Windsor, Wiscasset, Somerville  
Whitefield Elementary School, Thursday, March 27, 2008, 6:30 p.m.

1. Roll Call of Membership and Towns
2. Adjustments to Agenda
3. Approval of the minutes of 3-13-08
4. Education discussion
5. Governance report
6. Sub-committee Time (1 hour)
7. Return to Large Group/Update by chairs of Sub-Committee/Discussions/Work
8. Public Comment
9. Other
10. Set April meeting dates
11. Set Agenda, Tasks for next meeting
12. Adjourn



SHEEPSCOT VALLEY REGIONAL PLANNING COMMITTEE  
MINUTES - March 27th, 2008

1. The meeting was called to order at 6:35 p.m. by Lester Sheaffer, Co-chair

Roll call found the following:	<b>Present</b>	<b>Absent</b>
Alna	Brian Lawrence	Barbara Baston
	Albert Lawrence	Liz Brown
Chelsea	Richard Cote	Sharon Morang
	Rick Danforth, Alternate	
	Allen Hallett	
	Cheri Rodrigue, Alternate	
Palermo	Blake, Brown, Co-chair	Dean Potter
		Mark Brundage,
Somerville	Frank Hample	Natasha Bouchard,
	Lisa Miller, Alternate	
	David Stanley	
Westport Island	Sandra Crehore, Secretary	David Blake
	Dennis Dunbar	
	Carolyn Meixell	
Whitefield	Hillary Holm	Steven McCormack
	Lester Sheaffer	Robert Soohey, Alternate
Windsor	Thomas Birmingham	Richard Hagan
	Carl Pease, Alternate	Dwight Tibbetts
Wiscasset	George Greene	Nicole Viele
Facilitator	Jake Clockedile	
Superintendents	Frank Boynton	
	Jay McIntire	
	Greg Potter	

2. Adjustments to the agenda

- Submittal of Plan – Governance Chart for 20 members showed the vote count as if 16 members. Corrected to go with 20 as voted an editorial correction. Plan vote approval by all of the school committees. Ready to be submitted.

3. **MOTION:** That the minutes be accepted as printed. Rick Danforth seconded. Carried with 1 abstention.

4. Cheri Rodrigue presented the amended report of the Education Sub-committee – Changes were: In the Statement of Intent... - second sentence was new: "The responsibility of the Sheepscot Valley Regional School Unit is to provide every resident student..." Also added under Potential Educational Advantages: #6: "including Adult Education Programming". **MOTION:** Carl Pease made a motion to provisionally adopt the report of the Education Sub-committee subject to revision. This was seconded by Tom Birmingham and carried unanimously. This report will go out with the plan at its next deadline.

5. Governance Sub-Committee report:

- In the absence of Mark Brundage, Jay McIntire gave a mini Governance Sub-committee report: outline of requirements to have local school boards; b) Process of electing the new RSU Board – specifics came from LD 1932; c) Suggestions as what to do if one of more towns don't pass the plan. Blake said he was sitting in on Governance tonight.

6. Sub-committee time: The full Committee will reconvene at 8:05 p.m.
7. Return to full committee with following reports:
  1. CONTRACTS: met with Finance and continued looking at Central Office make-up.
  2. FINANCE: Continued looking at the model and what position would be wanted in that model.
  3. DISPOSITION: In the home stretch but not quite ready to report out.
  4. GOVERNANCE: Figured how to do votes for the election on the RSU Board in accordance with school law. Place the RSU in position nine months prior to start date. First job for them will be to elect a Superintendent. Question of where the money in those nine months will come from? School budgets for next year? If one of the three Superintendents are hired and bring their administrative assistant, who runs their current school district?
8. There was no public comment.
9. Other:
  - a. Lisa Miller reported that LD1932 hasn't had the 2<sup>nd</sup> vote in the House. There is an amendment on this bill now to repeal the consolidation law and Lisa showed the list of where Legislators stand. Lisa was asked about the percentage of education being 55% but being reduced to 49%. This is not presently an option. She suggested two things to watch: 1) If Governor Baldacci vetoes LD1932 as passed, what will Legislators do to override the veto and 2) Forecast of revenues is similar to an alligator's mouth with revenues level or down and education costs rising. School Unions may be the way to deal with this.
  - b. Discussion about going forward – Governance thoughts on this is for a September vote on the plan with the election of the RSU Board in November which would give them nine months to plan.
  - c. Budget referendum kept in this year because it is transparent government with an education town meeting followed by a ballot box vote.
  - d. Max Stone of the Kennebec Journal called Lester and wanted to know what we were doing. Lester told him we were moving forward. He seemed surprised.
  - e. Lester said that there was a letter to the editor of the Lincoln County News from Doug Smith clarifying the article in the week before as well as a retraction by the LNC.
  - f. Jake said that there was discussion in a meeting with a group of Superintendents on a pamphlet with templates to help get information out to the communities. He showed a copy of this. Discussion. Maybe send a bulk mailing within each town. A Communications Sub-committee was formed: Lisa Miller, Blake Brown and Cheri Rodrigue.
10. The following dates were set for April meetings: the 3<sup>rd</sup>, 10<sup>th</sup>, 17<sup>th</sup>, and after discussion, the 24<sup>th</sup>.
11. Meeting adjourned at 8:57 p.m.

## **REORGANIZATION PLANNING COMMITTEE**

Alna, Chelsea, Palermo, Westport Island, Whitefield, Windsor, Wiscasset, Somerville  
Whitefield Elementary School, Thursday, April 3, 2008, 6:30 p.m.

1. Roll Call of Membership and Towns
2. Adjustments to Agenda
3. Approval of the minutes of 3-27-08
4. Sub-committee Time
5. Return to Large Group/Update by chairs of SubCommittee/ Discussions/  
Work
6. Public Comment
7. Other  
Legislative Update
8. Set Agenda, Tasks for next meeting

# SHEEPSCOT VALLEY REGIONAL PLANNING COMMITTEE MINUTES - April 3rd, 2008

1. The meeting was called to order at 6:3 p.m. by Blake Brown, Co-chair

Roll call found the following:	<b>Present</b>	<b>Absent</b>
Alna	Barbara Baston Liz Brown Brian Lawrence Albert Lawrence	
Chelsea	Allen Hallett Cheri Rodrique, Alternate	Richard Cote Sharon Morang Rick Danforth, Alternate
Palermo	Blake, Brown, Co-chair	Dean Potter Mark Brundage, Natasha Bouchard,
Somerville	Frank Hample Lisa Miller, Alternate David Stanley	
Westport Island	David Blake Sandra Crehore, Secretary Dennis Dunbar Carolyn Meixell	
Whitefield	Hillary Holm Lester Sheaffer	Steven McCormack Robert Soohey, Alternate
Windsor	Thomas Birmingham Carl Pease, Alternate	Richard Hagan Dwight Tibbetts
Wiscasset	George Greene	Nicole Viele
Facilitator	Jake Clockedile	
Superintendents	Frank Boynton Elaine Nutter	Jay McIntire Greg Potter

2. Adjustments to the agenda - None

3. **MOTION:** That the minutes of March 27<sup>th</sup> be accepted as printed. Frank Hample/Rick Danforth Carried with 1 abstention.

4. The Committee broke up to attend sub-committee meetings at 6:40 to return to full group at 7:45.

5. Sub-Committees returned at 7:50 and gave the following reports:

- **CONTRACTS:** Just about done collecting information. Had hoped Teachers Contract could band but they don't fall into line. Changes thoughts going to RSU. It is the biggest block. Sub-committee can start to present maybe after next weeks Sub-committee time. Central Office has a lot of duplication.
- **FINANCE:** Addressing central office. Critical positions still being looked at. Identified dollars and cents of certain personnel. Piecing objectives.
- **DISPOSITION:** A few outstanding questions given to Frank. Close to presenting, probably next week.
- **GOVERNANCE:** Discussed town votes and will have a written document about this next week but basically 1) If one or more towns don't pass plan and 1200 minimum maintained, RPC will go on. 2) If Wiscasset votes no – the rest of the towns would have to find guaranteed high school placement. 3) Below 1220 students due to towns voting no, RPC will look at towns around them or apply for a donut hole without penalty. High School piece draft has already been run by Commissioner. This will be given to Jay during this coming week and voted on in committee at the

next RPC meeting. Also discussed budgeting to fund new RSU until it has its own budget.

- COMMUNICATIONS: Looked at template but not ready for this yet. Basic plan for next week. Newspaper list formed. Jake said SAD 16 website might have sites that could be beneficial.

6. There was no public comment.

7. Other:

- Lisa Miller stated that LD1932 didn't pass by enough. Is presently on hold pending final vote. Bucket bill should be voted on early next week with a Minority amendment to repeal in it. If LD1932 can't be salvaged, parts will be pulled out. The question is how important is the emergency part of the bill. Funding flexibility is an important part. School Union is blowing this out of proportion. Cost sharing must be apart from the Super Unions. If this doesn't pass as emergency legislation, it will start in September.
- Jake said new 281's will be out in the next few days.
- Next plan submittal date is June 13<sup>th</sup>.
- Jake reported that June votes are set for the Farmington area where two SAD's are consolidating.
  - Sabattus area where Union 44 is forming its own RSU which contains the towns of Wales, Sabattus and Litchfield.
  - Hallowell – an SAD and several communities around it are forming their RSU.
  - Madison/Pittsfield area awaiting review. They are SAD's.
  - Website on these should be updated by mid to late next week.
  - There are six other areas who are close and 16 others working on alternative plans.

8. The agenda for next week was set with Dispositions and Communications making reports.

9. Meeting adjourned at 8:20 p.m.

Respectfully submitted,  
Sandra S. Crehore  
Secretary

## **REORGANIZATION PLANNING COMMITTEE AGENDA**

Alna, Chelsea, Palermo, Westport Island, Whitefield, Windsor, Wiscasset, Somerville  
Whitefield Elementary School, Thursday, April 10, 2008, 6:30 p.m.

1. Roll Call of Membership and Towns
2. Adjustments to Agenda
3. Approval of the minutes of 3-27-08
4. Report of the Dispositions Sub-Committee
5. Report of the Communications Sub-Committee.
6. Sub-committee Time
7. Return to Large Group/Update by chairs of Sub-Committee/ Discussions/  
Work
8. Public Comment
9. Other  
Legislative Update
10. Set Agenda, Tasks for next meeting
11. Adjourn

SHEEPSCOT VALLEY REGIONAL PLANNING COMMITTEE  
MINUTES - April 10, 2008

1. The meeting was called to order at 6:3 p.m. by Blake Brown, Co-chair

Roll call found the following:	<b>Present</b>	<b>Absent</b>
Alna	Barbara Baston Liz Brown	
Chelsea	Brian Lawrence Richard Cote Allen Hallett Sharon Morang	Albert Lawrence Rick Danforth, Alternate Cheri Rodrique, Alternate
Palermo	Blake, Brown, Co-chair Mark Brundage	Dean Potter Natasha Bouchard
Somerville	Frank Hample Lisa Miller, Alternate David Stanley	
Westport Island	Sandra Crehore, Secretary Dennis Dunbar Carolyn Meixell	David Blake
Whitefield	Hillary Holm Lester Sheaffer	Steven McCormack Robert Soohy, Alternate
Windsor	Thomas Birmingham Carl Pease, Alternate	Richard Hagan Dwight Tibbetts
Wiscasset	George Greene	Nicole Viele
Facilitator		Jake Clockedile
Superintendents	Frank Boynton Jay McIntire Elaine Nutter	Greg Potter

2. Adjustments to the agenda - None
3. **MOTION:** That the minutes of April 3rd be accepted as amended. Dean Potter and Sherrill Hallett were added as present. Carolyn Meixell/Liz Brown Carried.
4. The report of the Dispositions Sub-committee was given to the members with the suggestion that it be reviewed over the next week and suggestions made.
5. The Communications Sub-Committee went on the website and put pieces together. A draft press release was given to members and clarifications and suggestions were discussed. It was suggested that educational benefits for consolidating be included in the release. Several other suggestions were made. It was decided to let the sub-committee tweak this and bring it back after the sub-committee break-out. There was discussion on the use of web sites.
6. Lisa Miller reported that the House voted to repeal 73-59. However, repeal is a dead issue. The veto by Governor Baldacci was not overridden and a new plan was submitted and tabled. There are two bucket bills coming up. April 16<sup>th</sup> is supposed to be the end of this Special Session.
7. The Committee broke up to attend sub-committee meetings at 6:50 to return to full group at 8:00.

8. Sub-Committees returned at 8:10 and gave the following reports:

- **CONTRACTS:** Doing okay. Think the report should be done in a time line format and then layered together with other sub-committees. May be ready on April 24th to report out.
- **FINANCE:** Lacked their chair. Discussed cost sharing options per Jake. A lot of discussion but no decisions were made.
- **DISPOSITIONS:** Have already submitted their report.
- **GOVERNANCE: PASSED** options for changes is one or more towns do not pass: (members should have received these under another email) Discussed briefly the concept of the process for the budgetary meeting and the relationship between the current school boards and the not yet authorized but elected new RSU Board re the Budget Validation Spring 2009. There were discussions on who is responsible for what. A timeline is beginning to look very important. There is a notion that the budget process would be supported by the present Superintendents. What about overlapping Superintendents should one of the four not be elected Superintendent of the RSU. Since the law is silent in some of these issues, language has been developed by Stockmeyer and was presented at a Conference. One other matter of Governance – plan to present next week and will send out synopsis of all they've covered.
- **COMMUNICATIONS:** Made changes to the draft of the Press Release and asked for a decision if this goes out next Tuesday or wait another week. Discussion on this.  
**MOTION:** To run it with what is presently in the draft. Motion seconded and passed.

9. There was no public comment.

10. Other: The Legislative Report was given prior to going to Sub-committees

11. The agenda for next week was set with Governance making its report and a discussion on Time-Lines.

12. Meeting adjourned at 8:50 p.m.

Respectfully submitted,  
Sandra S. Crehore  
Secretary



## **REORGANIZATION PLANNING COMMITTEE AGENDA**

Alna, Chelsea, Palermo, Westport Island, Whitefield, Windsor, Wiscasset, Somerville  
Whitefield Elementary School, Thursday, April 17, 2008, 6:30 p.m.

1. Roll Call of Membership and Towns
2. Adjustments to Agenda
  - a. Response from DOE on recent plan submittal
3. Approval of the minutes of 4-10-08
4. Report of the Governance Sub-Committee
5. Timeline Discussion
6. Sub-committee Time
7. Return to Large Group/Update by chairs of Sub-Committee/Discussions/Work
8. Public Comment
9. Other
  - Legislative Update
10. Set Agenda, Tasks for next meeting
11. Adjourn

SHEEPSCOT VALLEY REGIONAL PLANNING COMMITTEE  
MINUTES - April 17, 2008

1. The meeting was called to order at 6:35 p.m. by Blake Brown, Co-chair

Roll call found the following:	<b>Present</b>	<b>Absent</b>
Alna	Barbara Baston Albert Lawrence Brian Lawrence	Liz Brown
Chelsea	Allen Hallett Cheri Rodrique, Alternate Sharon Morang	Rick Danforth, Alternate Richard Cote
Palermo	Blake, Brown, Co-chair Mark Brundage	Dean Potter Natasha Bouchard
Somerville	Frank Hample	Lisa Miller, Alternate David Stanley
Westport Island	Sandra Crehore, Secretary Dennis Dunbar Carolyn Meixell	David Blake
Whitefield	Hillary Holm Lester Sheaffer	Steven McCormack Robert Soohey, Alternate
Windsor	Thomas Birmingham Dwight Tibbetts	Richard Hagan Carl Pease, Alternate
Wiscasset	George Greene Nicole Viele	
Facilitator	Jake Clockedile	
Superintendents	Frank Boynton Jay McIntire Greg Potter Elaine Nutter	

2. Adjustments to the agenda

- Move Timeline Discussion to after #7.
- Move Legislative update to after #3, Approval of Minutes.
- Response from DOE on recent Plan Submittal:
- Lester reviewed the response. Actually, it was felt that it was mostly positive. Date for next submittal is June 13<sup>th</sup>.

3. **MOTION:** That the minutes of April 10th be accepted as amended. Lester Sheaffer opened the meeting as Blake Brown was absent and should be marked as so. A "0" was added to time of meeting being called to order. Under Governance first line "is" changed to "if". Motion seconded and passed with two abstentions.

4. Legislative Update: Jay McIntire reported on the options the Legislature is working on. After the Governor vetoed LD1932, he submitted a bill with cost sharing and that bill wasn't going to be discussed. This would leave cost sharing as in the original bill and that would cause break-ups because it just wouldn't work. New LD 2323 which is a Senate bill authorizes alternatives. A sheet on this was given to the members. This bill was passed by the Senate without debate. It spells out new RSU Board transition duties and what responsibilities can be taken care of by Local School Committees should communities desire to have them including owning property. There were questions and discussion on what this bill might mean. (NOTE: the House passed this bill on Friday.)

5. GOVERNANCE presented their report. There were questions and discussion. Among the discussion was under Terms, #2 needs to be changed because towns with 2 members need to have a 2 year term and a 3 year term, not one year. Sub-sections will need to have technical corrections. Much discussion on recounts. This governance plan also needs to address how changes to the Consolidation Plan can be changed by the RSU Board as the plan is like a charter. The Governance Sub-Committee will address these in sub-committee meeting and bring them back to the RPC at a later date.
6. The Committee broke up to attend sub-committee meetings at 7:48 to return to full group at 8:30.
7. Sub-Committees returned at 8:37 and gave the following reports:
  - CONTRACTS: Since two members were absent and Finance was discussing start-up, Contracts stayed with Finance.
  - DISPOSITIONS: Discussed a chart that is best delegated to the Superintendents. They also discussed how to handle disposing of present Superintendent Offices. There was a question on the page after the tables about any debt left over if the Wiscasset Middle School closes. Nicole Viele said that this debt is on the town side in Wiscasset.
  - FINANCE: Discussed a number of concerns and a document that outlines them and what items need to be completed by the new RSU Board before start-up date. Jake Clockedile was present to guide the Contract and Finance committees through the discussion.
  - GOVERNANCE: Worked through many of the changes necessary. Section on how to make changes to plan they will get from Jake next meeting. Revised dealing with vacancies: Selectmen would appoint. They will bring back their section of the plan in two weeks. Still work to be done on relationship between local school boards and RSU Board between the Towns passing of the Consolidation Plan and its start-up.
  - COMMUNICATIONS: No update.
8. TIME LINE: Get completed plan in by June 13<sup>th</sup>, have a September vote by the town on the acceptance of the Plan and elect the RSU Board in November. Jake suggested that everything be ready before the acceptance of the Plan so that when the plan is approved, we are ready to act.

Jay McIntire said sub-committees should think about meeting on extra days to get their work done because the plan needs to go to the attorneys around May 15<sup>th</sup> in order to get it to the School Committees for their vote right after June 1<sup>st</sup> so as to submit by June 13<sup>th</sup>. Looked to a Saturday to do a full day workshop with discussion on best way to proceed. Suggestion those sub-committees who had work to accomplish meet on a Saturday morning and then the full committee convene in the afternoon to do any necessary voting. Following dates were set: Thursday, April 24<sup>th</sup>, Contract will meet at 4:00 or earlier with the full RPC meeting at the usual 6:30. Thursday, May 1<sup>st</sup> will be full RPC discussing Finance and cost sharing. Saturday,

May 3<sup>rd</sup> is a tentative date with meeting to begin at 10:00 a.m. if necessary.  
Thursday, May 8<sup>th</sup> will be the date of the final presentations and votes. Thursday,  
May 15<sup>th</sup> set for any changes resulting from the 8<sup>th</sup>.

9. There was no public comment.
10. Other: None
11. Meeting adjourned at 9:30 p.m.

Respectfully submitted,  
Sandra S. Crehore  
Secretary

## **REORGANIZATION PLANNING COMMITTEE AGENDA**

Alna, Chelsea, Palermo, Westport Island, Whitefield, Windsor, Wiscasset, Somerville  
Whitefield Elementary School, Thursday, April 24, 2008, 6:30 p.m.

1. Roll Call of Membership and Towns
2. Adjustments to Agenda
3. Approval of the minutes of 4-17-08.
4. Legislative Update
5. Sub-committee Time
6. Return to Large Group/Update by chairs of Sub-Committees.  
  
Discussion of roadblocks and problems, other issues.  
Take votes as needed.
7. Public Comment
8. Other
9. Set Agenda, Tasks for next meeting
10. Adjourn

# SHEEPSCOT VALLEY REORGANIZATION PLANNING COMMITTEE

## MINUTES ~ April 24<sup>th</sup>, 2008

Roll call:	Present	Absent
Alna	Barbara Baston	Liz Brown, Albert Lawrence, Brian Lawrence
Chelsea	Allen Hallett , Richard Cote, Sharon Morang	Rick Danforth (Alt), Cheri Rodrique (Alt)
Palermo	Blake, Brown (Co-chair), Mark Brundage	Dean Potter, Natasha Bouchard
Somerville	Frank Hample, Lisa Miller (Alt), David Stanley	
Westport Island	Dennis Dunbar	Sandra Crehore (Secy), David Blake, Carolyn Meixell
Whitefield	Lester Sheaffer (Co-chair)	Hillary Holm, Steven McCormack, Robert Soohy (Alt)
Windsor	Carl Pease (Alt)	Thomas Birmingham, Richard Hagan, Dwight Tibbetts
Wiscasset	George Greene, Nicole Viele	
Facilitator		Jake Clockedile
Superintendents	Frank Boynton, Jay McIntire, Greg Potter Elaine Nutter	

1. The meeting was called to order at 6:35 p.m. by Blake Brown, Co-chair
2. Adjustments to Agenda
  - Nicole Viele requested to add a timeline discussion
3. Approval of April 17<sup>th</sup> minutes: **MOTION:** made by Nicole Viele to accept the minutes of April 17<sup>th</sup>. 2<sup>nd</sup> by Lisa Miller, passed by majority.
4. Timeline discussion: Nicole Viele posed the question to the group, "It appears we may not be ready for the July 1<sup>st</sup>, 2009 consolidation, so do we want to take the penalties and wait a year, or do we submit a draft plan according to schedule and lobby to have voters reject the consolidation vote?"
  - Carl Pease asked about the status of the unions if we delay. Do the school unions and superintendents positions go away after a certain period of time?
  - Blake Brown recommended delaying vote from September to November when more voters are available and might turn out for elections.
  - Barbara Baston asked about the status for a town that voted consolidation down. Do they have the option to request to rejoin at some future date? Or if a town votes in consolidation, but neighboring town votes it down, is there a chance to opt-out of the RSU? Group agrees that Governance subcommittee needs to ensure opportunity for town to opt-in if initially voted down.
  - Superintendent Boynton recommended a straw poll of voters before the fall elections.
  - David Stanley stated that penalties need to be determined and presented to the voters. They need to know the values and risks of consolidation.
  - General consensus is that significant headway is big made and group wants to keep moving forward towards the mid-May goal. (Due to State 6/13, submit to lawyers for review by mid-May)
5. Legislative Update: Lisa Miller reported on the key provisions of LD 2323
  - The penalties have been reduced and are now 2% higher than mil rate expectation. She requested that superintendent McIntire attempt to find specific details of penalties, bill text wording is fairly generic.
  - Bill now allows for local cost sharing formulas

- Communities currently receiving minimum special ed subsidy will remain eligible (this affects Westport Island)
  - Allows an exception for RSUs of 1,000 students in isolated rural areas
  - Authorizes alternate educational (union-like) structures that still consolidate system admin, transportation and special ed.
  - November 4<sup>th</sup> deadline has been extended to January 30<sup>th</sup>, 2009.
6. The RPC broke up to attend sub-committee meetings at 7:25pm to return to full group at 8:30pm. Sub-Committees returned at 8:37 and gave the following reports:
- **CONTRACTS:** Almost completed, superintendent Boynton needs to consolidate the information. Needs input on number of school days for each community. Plan to present on May 3<sup>rd</sup>. Superintendent McIntire requested an electronic copy of the current contractual information when available.
  - **DISPOSITIONS:** Only 3 members present - almost completed, superintendent Boynton needs to complete the chart. Will be ready to present on May 3<sup>rd</sup>.
  - **FINANCE:** Jake Clockedile to present cost sharing formula at next RPC meeting. Need personnel information from contracts subcommittee before finance can determine a cost savings estimate. It was recommended that the 3 superintendents meet to determine potential cost savings. Dennis Dunbar drafted a transition plan timeline and is seeking feedback. Using wording from the Casco Bay plan, it recommends utilizing a smaller transition team vs. a full RPC once towns have voted. Costs for setting up the initial RSU were discussed – it was previously recommended that each community plan on \$35/student for the 2008/2009 school budgets. Also discussed potential need for newly elected superintendent to apply for tax anticipation loan to meet 1<sup>st</sup> (and possibly 2<sup>nd</sup>) payrolls for new RSU.
  - **GOVERNANCE:** Addressed concerns about a process for a community re-vote or future opt-in. Also discussed provisions for towns other than current RPC members to possibly opt-in to the Sheepscot Valley RSU. Discussed authority for local school boards. Will be ready to present on May 3<sup>rd</sup>.
  - **COMMUNICATIONS:** No members were present.
7. Public Comment: There was none.
8. Other:
- a. Discussed transition plan timeline developed by Dennis Dunbar. Copies were distributed to all PC members and asked to review and provide feedback directly to Dennis. Some timelines for tasks need to be readjusted, then plot backwards from July 1<sup>st</sup>, 2009 to determine start dates.
  - b. FUTURE MEETINGS:
    - Thursday, May 1<sup>st</sup> agenda – approve 4/24 minutes, Jake Clockedile cost sharing presentation, subcommittees meet (if time allows), set next agenda.
    - Saturday, May 8<sup>th</sup> – will be held at Whitefield Elementary School beginning at 10:00am. No end-time set as there is much work to be done.
10. **MOTION:** to adjourn meeting at 8:57pm made by Nicole Viele, 2<sup>nd</sup> by Lester Sheaffer.

Respectfully submitted,  
Heidi Leinonen – for Sandra S. Crehore, Secretary

## **REORGANIZATION PLANNING COMMITTEE AGENDA**

Alna, Chelsea, Palermo, Westport Island, Whitefield, Windsor, Wiscasset, Somerville  
Whitefield Elementary School, Thursday, May 1<sup>st</sup>, 2008, 6:30 p.m.

1. Roll Call of Membership and Towns
2. Adjustments to Agenda
3. Approval of the minutes of 4-24-08
4. Legislative Update
5. Cost Sharing Presentation – Jake Clockedile
6. Sub-committee Meetings (if time allows)
7. Reconvene RPC / Sub-Committees Updates
8. Public Comment
9. Other
10. Set Agenda/Tasks for next meeting – Saturday, May 3<sup>rd</sup>
11. Adjourn



# SHEEPSCOT VALLEY REGIONAL PLANNING COMMITTEE MINUTES - May 1, 2008

1. The meeting was called to order at 6:33 p.m. by Lester Sheaffer, Co-chair

	<b>Present</b>	<b>Absent</b>
Alna	Barbara Baston Liz Brown Albert Lawrence Brian Lawrence	
Chelsea	Allen Hallett Sharon Morang Cheri Rodrique, Alternate	Rick Danforth, Alternate Richard Cote
Palermo	Blake, Brown, Co-chair Mark Brundage	Dean Potter
Somerville	Frank Hample Lisa Miller, Alternate David Stanley	Natasha Bouchard
Westport Island	Sandra Crehore, Secretary Dennis Dunbar Carolyn Meixell	David Blake
Whitefield	Hillary Holm Lester Sheaffer	Steven McCormack Robert Soohey, Alternate
Windsor	Thomas Birmingham Dwight Tibbetts Carl Pease, Alternate	Richard Hagan
Wiscasset	George Greene Nicole Viele	
Facilitator	Jake Clockedile	
Superintendents	Frank Boynton Jay McIntire Greg Potter	Elaine Nutter

2. Adjustments to the agenda: none
3. **MOTION:** That the minutes of April 24th be accepted as presented. Passed.
4. Legislative Update: Legislative update moved until Lisa Miller is present.
5. Jake Clockedile projected and presented a Cost Sharing Plan. Discussion, questions, different financial scenarios in relation to fairness and to presentation that would have to be given voters followed with some of the points below:
  - Instead of percents using proportions
  - Melding EPS funds and having towns fund anything over monies needed to receive EPS funds.
  - Education will continue to go up in a straight line making a 90 degree angle to what is now being spent whereas consolidation should make it more like an alligator's mouth. There may not be a lot of savings but the cost growth should be slowed considerably.
  - Continuing like towns are now will erode educational programs and not be in best interest of students.

Jake gave all a copy of what he had presented and it was suggested that all members read it over, send questions or comments to Jake. Jake will continue work on this on Saturday. (Members not present may get a copy of this from one of the members of their town.)

6. Legislative update: Lisa had nothing to add from last week. Questions on the penalties that will be placed on towns who don't consolidate and Jay McIntire agreed to write up what the final legislation on penalties was and get it to the members:
7. At 8:40, the Committee adjourned to meet with their sub-committees and adjourn at 9:00 p.m. from there.

Respectfully submitted, Sandra S. Crehore, Secretary

## **REORGANIZATION PLANNING COMMITTEE AGENDA**

Alna, Chelsea, Palermo, Westport Island, Whitefield, Windsor, Wiscasset, Somerville  
Whitefield Elementary School, Saturday, May 3, 2008, 10:00 a.m.

1. 10:00                      Roll Call of Membership and Towns
2. 10:05 – 12:00              Sub-committees
3. 12:00 – 12:45              Lunch
4. 12:45 – 2:00               Sub-committees
5. 2:00 – 4:00                Full Committee meeting
6. 4:00                        Adjourn

# SHEEPSCOT VALLEY REORGANIZATION PLANNING COMMITTEE SUBCOMMITTEE WORKSHOPS

~ May 3<sup>rd</sup>, 2008 ~

Whitefield Elementary School

Roll call:	Present	Absent
Alna	Barbara Baston, Liz Brown	Albert Lawrence, Brian Lawrence
Chelsea	Allen Hallett, Sharon Morang	Rick Danforth (Alt), Cheri Rodrigue (Alt), Richard Cote
Palermo	Blake, Brown (Co-chair), Mark Brundage	Dean Potter, Natasha Bouchard
Somerville	Frank Hample	Lisa Miller (Alt), David Stanley
Westport Island	Dennis Dunbar, Carolyn Meixell	Sandra Crehore (Secy), David Blake
Whitefield	Lester Sheaffer (Co-chair)	Hillary Holm, Steven McCormack, Robert Soohey (Alt)
Windsor	Carl Pease (Alt), Thomas Birmingham	Dick Hagan, Dwight Tibbetts
Wiscasset	George Greene, Nicole Viele	
Facilitator	Jake Clockedile	
Superintendents	Frank Boynton, Jay McIntire, Greg Potter Elaine Nutter	

1. The group met at 10:00am and co-chairs Blake Brown & Lester Sheaffer reviewed the agenda and expectations for the workshops
2. Subcommittee meetings: Governance, Finance, Disposition, Communications
  - subcommittees met for total of approximately 3 ½ hours
  - group session reconvened at 2:30pm
3. Cost Sharing presentation by Jake Clockedile
  - After initial presentation on May 1<sup>st</sup>, Jake presented the revised version
  - Alna & Westport numbers have been adjusted
  - Two additional handouts provided – projections till FY2015 included
  - There was some discussion about 100% student population vs. using 50% student population and 50% valuation
  - Jake has distributed the spreadsheets to superintendents and will make available to others.
  - The group thanked Jake for his extensive efforts towards developing this proposal
4. Sub-Committees status reports:
  - **CONTRACTS:** Did not meet, awaiting information to be compiled
  - **DISPOSITIONS:** Will be ready to present on May 8<sup>th</sup>
  - **FINANCE:** Will be ready to present on May 8<sup>th</sup>
  - **GOVERNANCE:** Will be ready to present on May 8<sup>th</sup>
  - **COMMUNICATIONS:** Elaine Nutter presented a PR message to be used by all member communities. Will be slightly modified and presented to full RPC at a later date.
5. Group adjourned at 3:35pm

Respectfully submitted,  
Heidi Leinonen

## **REORGANIZATION PLANNING COMMITTEE AGENDA**

Alna, Chelsea, Palermo, Westport Island, Whitefield, Windsor, Wiscasset, Somerville  
Whitefield Elementary School, Thursday, May 8, 2008, 6:30 p.m.

1. Roll Call of Membership and Towns
2. Adjustments to Agenda
3. Approval of the minutes of 5-1-08
4. Sub-committee Time (one hour max)
5. Return to Large Group/Update/Reports by chairs of Sub-Committees.
  - Disposition Sub-committee
  - Governance Sub-committee
  - Contracts Sub-committee
  - Finance Sub-committee
6. Open
7. Public Comment
8. Set Agenda
9. Adjourn

SHEEPSCOT VALLEY REGIONAL PLANNING COMMITTEE  
MINUTES - May 8, 2008

1. The meeting was called to order at 6:32 p.m. by Lester Sheaffer, Co-chair

Roll call found the following:	<b>Present</b>	<b>Absent</b>
Alna	Barbara Baston Liz Brown Brian Lawrence	Albert Lawrence
Chelsea	Richard Cote Allen Hallett Sharon Morang	Rick Danforth, Alternate Cheri Rodrique, Alternate
Palermo	Blake, Brown, Co-chair	Dean Potter Mark Brundage
Somerville	Frank Hample	Natasha Bouchard Lisa Miller, Alternate David Stanley
Westport Island	Sandra Crehore, Secretary Dennis Dunbar Carolyn Meixell	David Blake
Whitefield	Hillary Holm Lester Sheaffer	Steven McCormack Robert Soohey, Alternate
Windsor	Thomas Birmingham Dwight Tibbetts Carl Pease, Alternate	Richard Hagan
Wiscasset	George Greene Nicole Viele	
Facilitator		Jake Clockedile
Superintendents	Frank Boynton Jay McIntire Greg Potter Elaine Nutter	

2. Adjustments to the agenda: none

3. **MOTION:** That the minutes of May 1st be accepted as printed. Motion by Nicole Viele, seconded by Carolyn Meixell. Passed.

**MOTION:** That the minutes of May 3<sup>rd</sup> be accepted as printed. Motion by Nicole Viele, seconded by Carolyn Meixell. Passed.

- Meeting broke up into sub-committees to reconvene at 7:40.
- Full committee reconvened at 8:48.
- Jay McIntire reported that Drummond Woodsum can return the plan by June 1<sup>st</sup> if they receive it by the 15<sup>th</sup> of May.

4. **DISPOSITIONS:** There was a written report given out followed by questions and discussion. Under 3.A (5), Exhibit 5-A it was asked by the Palermo school building with 4 acres was excluded when buildings of other towns were not. It was asked if Selectmen were on board with this. Palermo Selectmen were contacted by phone and they agreed to remove that exclusion.

Under Exhibit 5-B Wiscasset. Add RSU making sentence read: Upon closure of the Wiscasset Middle School only that personal property deemed necessary shall be transferred to either the Wiscasset Primary School, Wiscasset High School or the RSU for use by the appropriate grades.

Under Indebtedness/ Lease Purchase 3.A (6). It was asked about new lease/purchase agreements i.e. busses or computers? Discussion.

Question of building use. Policies cover use of the entities. There will have to be a merged RSU policy to try for consistency. Individual buildings will have procedures governing use under the policy.

Sub-committee will make corrections for next meeting.

**MOTION:** Tom Birmingham made a motion, seconded by Carl Pease, that the report be accepted as written with the following corrections: (1) Delete Palermo building and 4 acres; (2) Somerville as is unless it needs modification; (3) Chart 6-A, Windsor, subtract \$29,000 from \$71,345; (4) 5-B, add word RSU; (6) Windsor School project balance as of plan date. Roll call vote was unanimous.

5. GOVERNANCE: Composition of report summarized. The Attorneys will fill in the MSRA sections. It was asked to address what would happen if Alna, and Westport Island as well, were to vote yes and Wiscasset were to vote it down. Should there be a provision to cover this as Alna and Westport Island have a long standing relationship with Wiscasset? Could there be a time frame provision build in for allowing towns to get out of the RSU? A **motion** was made and seconded to cover this. Motion was withdrawn.

**MOTION:** Motion by Dwight Tibbetts, seconded by Hillary Holm to consider the SVRSU a non-viable entity (if remaining towns do not have at least 1200 students) and that each existing unit consider application to the commissioner for donut hold exception. A meeting of remaining towns will be convened to discuss possibility of further relationships for consolidation purposes. Motion was defeated on a roll call vote with 8 nays, 1 yeas.

**MOTION:** Blake Brown made a motion, seconded by George Greene. To give the RSU Board of Directors the authority to ask communities to form local school boards in order to get help with the budgeting process. Motion was defeated on a roll call vote with 6 nays, 2 yeas.

Frank Hample made a motion to strike \$80,000 from page 8 #3 but the motion died for lack of a second.

**MOTION:** Hillary Holm made a motion to adjourn, seconded by Brian Lawrence but discussion on how to complete plan by May 15<sup>th</sup> for sending to Drummond Woodsum and a suggestion that tonight we complete governance found the motion withdrawn.

Two motions to deal with removing the \$80,000 from page 8, #3 were withdrawn.

**MOTION:** Carl Pease made a motion to accept the Governance plan with technical amendments. This was seconded by Carolyn Meixell. Roll Call vote was unanimous.

6. Meeting was adjourned at 10:10 p.m.

Respectfully submitted,  
Sandra S. Crehore  
Secretary

## **REORGANIZATION PLANNING COMMITTEE AGENDA**

Alna, Chelsea, Palermo, Westport Island, Whitefield, Windsor, Wiscasset, Somerville  
Whitefield Elementary School, Thursday, May 15, 2008, 6:30 p.m.

1. Roll Call of Membership and Towns
2. Adjustments to Agenda
3. Approval of the minutes of 5-8-08
4. Continue with approval of sub-committee reports.
  1. Contracts Sub-committee
  2. Finance Sub-committee
5. Other
6. Public Comment
7. Set Agenda
8. Adjourn



# SHEEPSCOT VALLEY REGIONAL PLANNING COMMITTEE MINUTES - May 15, 2008

The meeting was called to order at 6:33 p.m. by Lester Sheaffer, Co-chair

Roll call found the following:	<b>Present</b>	<b>Absent</b>
Alna	Barbara Baston	Brian Lawrence
	Liz Brown	
	Albert Lawrence	
Chelsea	Richard Cote	Rick Danforth, Alternate
	Sharon Morang	Allen Hallett
		Cheri Rodrique, Alternate
Palermo	Blake, Brown, Co-chair	
	Mark Brundage	
	Dean Potter	
Somerville	Frank Hample	Natasha Bouchard
	Lisa Miller, Alternate	
	David Stanley	
Westport Island	Sandra Crehore, Secretary	David Blake
	Dennis Dunbar	
	Carolyn Meixell	
Whitefield	Hillary Holm	Steven McCormack
	Lester Sheaffer, Co-chair	Robert Soohey, Alternate
Windsor	Thomas Birmingham	Richard Hagan
	Dwight Tibbetts	Carl Pease, Alternate
Wiscasset	George Greene	Nicole Viele
Facilitator	Jake Clockedile	
Superintendents	Frank Boynton	
	Jay McIntire	
	Greg Potter	
	Elaine Nutter	

1. Adjustments to the agenda: Request by Sandra Crehore for Dennis Dunbar to make a presentation of another cost sharing idea.
2. **MOTION:** That the minutes of May 8th be accepted as printed. Motion by Lisa Miller, seconded by Carolyn Meixell. Passed.

### 3. REPORTS OF CONTRACTS AND FINANCE SUB-COMMITTEES

- **CONTRACTS:** Lisa Miller explained that the report from Contracts was gauged to be presented to three audiences: the RPC, the Department of Education, and the Voters. Copies of the report were given to the member of the RPC and Lisa went over the basis for them.

Under Recommendations From Contracts Committee, Critical Positions (1) Transportation Director was changed to be (1) Transportation/Maintenance Director; (1) Nurse was changed to (1) Supervising Nurse. The RSU Board would have to consider where the Adult Education Coordinator would go. It was then noted that the Central Office Staff had been reduced by almost one-half.

Discussion of Towns where new contracts have been negotiated – there is nothing to stop the RSU Board from asking that a contract be opened for re-negotiation.

- It was asked what additional from Contracts needed to go before the voters. There are three items to go into the plan: Assignment of School Personal Contracts; Assignment of School Collective bargaining agreements; Assignment of other school contractual obligations. There was a discussion of bottom line inclusions.

**MOTION:** Lester Sheaffer made a motion to accept the Contracts Sub-Committee report with the corrections and changes made tonight (May 15<sup>th</sup>). This was seconded by Lisa Miller. Corrections: Regular Education Program: The following is a list of Towns, **elementary** and secondary Schools that **currently** receive tuition students added Sheepscot Valley Children's House and corrected Center of Teaching and Learning. Monies above tuition in Alna and Westport Island responsibility of parents.; Spelling corrections – under Co-staffing correct education in Special Education Secretary and curriculum in Curriculum Coordinator/Assistant Superintendent. Transportation Director added Maintenance. Numbers under staffing spreadsheet will be corrected by Frank Boynton. Roll Call vote was unanimous.

- **FINANCE** - Draft of Transition Plan and Timetable for SVRSU
  - **MOTION:** To edit the second paragraph under 9.A was withdrawn.
  - **MOTION:** To recommend the 5/8/08 draft as amended was withdrawn.
  - Discussion resulted in the decision that the RPC would be the Transition Team.
  - **MOTION:** Dennis Dunbar made a motion that the RPC be the Transition Team. Seconded. Roll call vote unanimous.
  - **MOTION:** Tom Birmingham made a motion under bullet July 1, 2008 that the words member School Boards be removed and replaced with Regional Planning committee shall appoint members to the RSU Transition Committee. This was seconded by Lisa Miller. Roll call vote was unanimous.
  - **Section XXXX-26**, Parameter F. was reviewed. **MOTION:** Frank Hample made a motion to approve the statement with technical changes. This was seconded by Richard Cote. Remove Emily Thompson as Assistant Superintendent is not her primary function; she is acting superintendent only when superintendent is not available. Roll call vote was unanimous.

**COST SHARING:** Jay McIntire discussing the bringing of Wiscasset Physical Plants up to code and the elimination of one school for a possible savings of around \$935,000. He suggested sharing K-8 costs distributed across the region according to the cost sharing formula yet to be determined but 9 – 12 have 20% distributed according to the cost sharing formula and 80% of the costs be distributed based on the actual costs of where students attend.

In discussing Jake Clockedile's Plan, Greg Potter said it seems a strong commitment around the first three years so it makes sense to adopt the first three years, table the issue and come up with a strong sensible design at a later date. Dennis Dunbar added that instead of up in the air, have a nominal cost solution baseline vision in three year cycles. Frank Boynton said that to him it looks like even more than three years, more like 10 or 12. Discussion: Administrative costs are where? The third column of the spreadsheet needs modification – below current costs.

Jake Clockedile said there will never be a steady pace because there are so many factors we don't know so it is really hard to hang a hat on. Change mechanism essential. It is really important to create a common bridge.

Jay's idea has some merit and it would be used for attending students at Wiscasset High School. Lester Sheaffer said we need to check off Cost Sharing Plan on the plan before it is ready to send in and that is probably not going to happen tonight. Discussion about the use of Wiscasset High School

#### MINUTES - MAY 15<sup>th</sup>, 2008

**MOTION:** Dwight Tibbetts made a motion to go to the three year cost sharing/status quo. Mark Brundage seconded it. Discussion of Westport Island and their '0' local share. Second withdrawn.

Instead of using local share which gives a wrong impression, maybe we should be using total budget monies. Discussion. Question: would the high school affect EPS rate?

**MOTION:** Barbara Baston made a motion to send to the Attorneys what is completed in the plan so far except for Cost Sharing. Frank Hample seconded this. Roll call vote was unanimous.

4. Agendas for May 22<sup>nd</sup>: Total plan review and Cost Sharing.
5. Other: Lisa Miller read a boiler plate page: The Assignment of School Personnel Contracts, School Collective Bargaining Agreements and Other School Contractual Obligations. She then asked if we wanted to include this under the Contracts report.

**MOTION:** Sandra Crehore made a motion to accept Boiler Plate 7 to be submitted under Contracts in our Plan. Seconded by Albert Lawrence. Roll call vote unanimous.

6. Dwight Tibbetts made a motion to adjourn at 10:31, seconded by Carolyn Meixell.

Respectfully submitted,  
Sandra S. Crehore  
Secretary

## **REORGANIZATION PLANNING COMMITTEE AGENDA**

Alna, Chelsea, Palermo, Westport Island, Whitefield, Windsor, Wiscasset, Somerville  
Whitefield Elementary School, Thursday, May 22, 2008, 6:30 p.m.

1. Roll Call of Membership and Towns
2. Adjustments to Agenda
3. Approval of the minutes of 5-15-08.
4. Cost Sharing
5. Review of Plan
6. Other
7. Public Comment
8. Set Agenda
9. Adjourn

SHEEPSCOT VALLEY REGIONAL PLANNING COMMITTEE  
MINUTES - May 22, 2008

1. The meeting was called to order at 6:33 p.m. by Lester Sheaffer, Co-chair

Roll call found the following:	<b>Present</b>	<b>Absent</b>
Alna	Barbara Baston Liz Brown Albert Lawrence	Brian Lawrence
Chelsea	Richard Cote Allen Hallett	Rick Danforth, Alternate Sharon Morang Cheri Rodrique, Alternate
Palermo	Blake, Brown, Co-chair Mark Brundage	Dean Potter
Somerville	Frank Hample Lisa Miller, Alternate David Stanley	Natasha Bouchard
Westport Island	Sandra Crehore, Secretary Dennis Dunbar Carolyn Meixell	David Blake
Whitefield	Hillary Holm Lester Sheaffer, Co-chair	Steven McCormack Robert Soohey, Alternate
Windsor	Thomas Birmingham Dwight Tibbetts	Richard Hagan Carl Pease, Alternate
Wiscasset	George Greene Nicole Viele	
Facilitator	Jake Clockedile	
Superintendents	Frank Boynton Jay McIntire Greg Potter Elaine Nutter	

2. Adjustments to the agenda: None

3. **MOTION:** That the minutes of May 22nd be accepted as printed. Motion by Carolyn Meixell, seconded by Mark Brundage. Passed.
4. **COST SHARING:** The four Superintendents had gotten together with Jake Clockedile and had worked out an Option X. They had looked at other issues also. Option X was handed out to all present and explained. There was a question about A-3, Other local funds. Call it Total Other Local Funds. B-2 Factor 3% other local funds. Safety net could be worked on and it looks as if cost sharing could stabilize in years 4 and 5. Let's let the Superintendents and Jake work on it one more time. Do it with total local also. There is very little possibility for significant increases because of the tax safety net. However, numbers will change because factors will change. Emphasize what people are going to see coming out of their town. A-3 was changed to read: Each Town's FY09 Percent of Other Local Funds (Other local funds...defined as: Total local contribution.

Superintendents gave out a 2<sup>nd</sup> version based on Total Local Contribution. Year 2: 50% of percentage of Year 1 plus 50% of pupil count from year '09.

**MOTION:** Lester Sheaffer made a motion to amend Taxation Distribution Safety Net #2 as follows: remove ~~Population until each has no larger year to year increase than 3%, to the extend possible~~ and replace with **their proportional increase above 3% of total contribution**. Roll call vote unanimous.

It was noted that there is a page missing from Appendix 9 following page 65. There was a consensus to look at working out the cost sharing plan further.

A round of applause was given to the four Superintendents and Jake for coming up with something palatable for all. Dennis Dunbar was acknowledged for all the work he has put in to help us get to this point.

#### 5. THE PLAN

A copy of the plan was given and gone through with changes pointed out. New changes: on **page 27**, second bullet was considered a technical correction. **Page 33** – Frank Boynton is 66% as is Elaine Nutter because Jefferson is not part of this plan. **Page 39** – changed by virtue of a motion. **Page 40** – Cost Sharing Plan needs to be added before sub-title Altering the Cost Sharing Formula. **Page 44 and 45** – Suggestion to remove everything from The following is a list of towns/elementary/secondary school right through all the schools that were listed, add “wherever it makes sense” and use “All state schools approved by the Department of Education. Also to change ~~cost~~ to cost.

At this point Heidi Leinonen was recognized for all the time she has put into this plan. Continuing with changes: **Page 48** – student enrollment needs to be updated as follows: Alna to 96, Chelsea to 392, Palermo to 216, Somerville to 81, Westport Island to 100, Whitefield to 338, Windsor to 419 and Wiscasset to 573 for a total of 2215.

Each sub-committee was asked to review their section during the coming week. DISPOSITIONS discussed the extra land that both Palermo and Somerville have. **Page 34**, the Communication Plan, is shown with simple points.

**Addition to Plan** – Minutes and agendas to be added.

**MOTION:** Lisa Miller made a motion that the changes pointed out tonight be considered technical corrections. Seconded by Carolyn Meixell. Adopted by acclamation.

**MOTION:** Nicole Viele made a motion to accept the parts of the plan that have been completed with technical changes and send it to the attorneys for review. Tom Birmingham seconded this. Roll call vote unanimous.

6. Other: Blake Brown pointed out a flyer for a meeting at Erskine Academy on May 28 about School Consolidation and what it means to Erskine Academy with concerns about school choice.

7. There was no public comment.

8. Motion adjourned at 9:25 p.m.

Respectfully submitted,  
Sandra S. Crehore  
Secretary

## **REORGANIZATION PLANNING COMMITTEE AGENDA**

Alna, Chelsea, Palermo, Westport Island, Whitefield, Windsor, Wiscasset, Somerville  
Whitefield Elementary School, Thursday, May 29, 2008, 6:30 p.m.

1. Roll Call of Membership and Towns
2. Adjustments to Agenda
3. Approval of the minutes of 5-22-08.
4. Cost Sharing
5. Other
6. Public Comment
7. Set Agenda
8. Adjourn

# SHEEPSCOT VALLEY REGIONAL PLANNING COMMITTEE MINUTES - May 29, 2008

1. The meeting was called to order at 6:35 p.m. by Blake Brown, Co-chair

Roll call found the following:	<b>Present</b>	<b>Absent</b>
Alna	Barbara Baston Albert Lawrence Brian Lawrence	Liz Brown
Chelsea	Richard Cote Allen Hallett	Rick Danforth, Alternate Sharon Morang Cheri Rodrique, Alternate
Palermo	Blake, Brown, Co-chair Mark Brundage Dean Potter	
Somerville	Frank Hample	Natasha Bouchard Lisa Miller, Alternate David Stanley David Blake
Westport Island	Sandra Crehore, Secretary Dennis Dunbar Carolyn Meixell	
Whitefield	Hillary Holm Lester Sheaffer, Co-chair	Steven McCormack Robert Soohey, Alternate Richard Hagan
Windsor	Thomas Birmingham Dwight Tibbetts	
Wiscasset	George Greene Nicole Viele Stephen Whitfield	
Facilitator		Jake Clockedile
Superintendents	Frank Boynton Jay McIntire Greg Potter Elaine Nutter	

2. Adjustments to the agenda: Stephen Whitfield was introduced by Jay McIntire. Stephen is the new member from Wiscasset selected by the Selectmen to represent the School Committee.
3. **MOTION:** That the minutes of May 29th be accepted as printed. Motion by Nicole Viele, seconded by Richard Cote. Passed.
4. **COST SHARING:** The four Superintendents met and had had year 1 worked out so worked out year2 and started on year 3 of the cost sharing plan presented last week.

Frank Boynton gave out another sheet looking at figures from another perspective. Focuses on different sections of the plan were pointed out. The formula will have to be modified every 3 or 4 years. The idea is to make difference column as close to "0" as possible.

Nicole Viele said that she hopes that tonight we are going to focus on smoothing out what was presented last week.

Greg Potter gave a continuation of last week with additional years worked out. Jay McIntire said there are a lot of ways to affect Chelsea and Windsor in positive ways. Greg Potter added that some things will not even out for a number of years. Hillary Holm looked at the figures based of total costs.



Nicole Viele asked if we were considering the cost of running a High School. Wiscasset is the only town with one. Discussion resulted in stating that costs will be balancing this both ways.

Tom Birmingham said that the only constant in the plan is change. Option "X" is a snapshot based on right now. We should agree on the first year and then let the RSU Board look at year 2. Blake Brown concurred. First year budget is a compellation of all the towns budgets.

Dennis Dunbar said using cost per pupil tended to normalize as those above state average tended to drop and those below tended to rise. He has a concern about variance being as large as it is, %pupil/Total Local can be changed.

Jay said that we went away from Jake's plan because some of the calculations were artificial. Phase in of percentages more slowly from Year 2 to Year 3 brought in a discussion of safety net considerations. Different scenarios were pointed out. Remember that the plan is slated to be reviewed every 3 years anyway. It was brought up that we need to come up with a formula now that is workable so that we can get this underway.

Dennis had drafted out a text to go along with the Cost Sharing plan.

- Year 1 makes sense
- Correction on page 2, #3. Remove "Additional", replace with "Total Local"
- This is just establishing procedure...  
Discussion points:
  - Year three instead of 50/50 go with 30/70.
  - Get Wiscasset's numbers right.
  - Come up with FY09 and get RSU Board to tweak right away.
  - As long as total local continues to be used, Wiscasset not a problem.

**MOTION:** Tom Birmingham made a motion to accept the Cost Sharing Formula Agreement for Year 1 with amendments as presented by Jay McIntire. Page 1 Remove the last sentence under #2 and replace with "The following is an example of how this would apply. Roll call vote was unanimous.

Discussion points:

- In interest of fairness you have to count reserves and carryovers.
- Alna and Westport Island can't be compared to other towns because of their uniqueness.
- Removing Alna and Westport Island from Wiscasset x pupils actually came in close. There still could be large variances.
- Distribution of total budget of RSU divided by Pupil percentage of each town.
- New percentage based on taking Alna and Westport Island from Wiscasset total budget divided by total pupil looked very similar and actually looked very close.
- The more evaluation the more towns got kicked out, the less evaluation the fewer towns got kicked out.
- Maybe add in state contribution.
- Have to be able to sell these back to the community that taxes will not go up.

Nicole requested that Frank work his total budget out for Year 2.

Discussion:

- To get to Frank's numbers is a great aspiration for the RSU.
- Do some work on it?
- After plan is accepted, cost sharing formula changes have to go through the towns.
- What are requirements for this?
- Jay will get proper Wiscasset numbers to Frank.
- Ask Jake to apply safety net to his option.

5. Other

Greg Potter brought up a technical change on page 45 of the Plan. The last paragraph about student choice and the tuition rate and IVF. Tom made a motion that had no second. Sandra Crehore asked if working on this couldn't be postponed until next week due to the lateness of the hour. No disagreement on this.

6. There was no public comment.

7. Adjourned at 9:45 p.m.

Respectfully submitted,  
Sandra S. Crehore, Secretary

## **REORGANIZATION PLANNING COMMITTEE AGENDA**

Alna, Chelsea, Palermo, Westport Island, Whitefield, Windsor, Wiscasset, Somerville

Whitefield Elementary School, Thursday, June 5<sup>th</sup>, 2008, 6:30 p.m.

1. Roll Call of Membership and Towns
2. Adjustments to Agenda
3. Approval of the minutes of 5-8-08.
4. Continue with approval of sub-committee reports.
  - a. Contracts Sub-committee
  - b. Finance Sub-committee
5. Other
6. Public Comment
7. Set Agenda
8. Adjourn

# SHEEPSCOT VALLEY REGIONAL PLANNING COMMITTEE MINUTES - JUNE 5, 2008

1. The meeting was called to order at 6:35 p.m. by Blake Brown, Co-chair

Roll call found the following:	<b>Present</b>	<b>Absent</b>
Alna	Liz Brown	Barbara Baston
	Albert Lawrence	
	Brian Lawrence	
Chelsea	Richard Cote	
	Rick Danforth, Alternate	Sharon Morang
	Allen Hallett	Cheri Rodrique, Alternate
Palermo	Blake, Brown, Co-chair	
	Mark Brundage	
	Dean Potter	
Somerville	Lisa Miller, Alternate	Natasha Bouchard
		Frank Hample
		David Stanley
Westport Island	Sandra Crehore, Secretary	David Blake
	Dennis Dunbar	
	Carolyn Meixell	
Whitefield	Hillary Holm	Steven McCormack
	Lester Sheaffer, Co-chair	Robert Soohey, Alternate
Windsor	Thomas Birmingham	Richard Hagan
		Dwight Tibbetts
Wiscasset	George Greene	
	Nicole Viele	Stephen Whitfield
Facilitator	Jake Clockedile	
Superintendents	Frank Boynton	Jay McIntire
		Greg Potter
		Elaine Nutter

2. Adjustments to the agenda:  
**MOTION:** Sandra Crehore made a motion to table #5 until next week due to two Superintendents being absent. Seconded by Mark Brundage. Motion passed with one nay. Sandra Crehore reminded everyone that she had said she couldn't continue as secretary beyond the first of June. Due to family obligations and a trip, her summer attendance at RPC will be sporadic at best. Lester asked for a volunteer to take over the job. Will bring it up again before the end of the meeting.
3. Nicole Viele made a motion to accept the minutes of May 29th as presented. Carolyn Meixell seconded the motion. Motion passed with one abstention.
4. COST SHARING
  - List of penalties for the town involved in the SVRSU given out. Jake Clockedile pointed out there would be amplified costs on top of these
  - Computation of Unit Allocation to Funds PS was handed out and worked through page by page to show how the RSU would work.
  - Frank said that he had twisted the formula all the ways he could think of and can get no simple way that everyone comes upon top.

- Suggestion: Take local additional allocation, bring it across 3 years out until some balance is reached. Then a cost sharing formula might make sense. Use the 1<sup>st</sup> three years of Jake Clockedile's plan. Discussion – Choice – we are helping to fund a high school and paying tuition. Nicole pointed out the declining student population in Wiscasset. Several towns pointed out that they are having trouble placing students and are looking toward Wiscasset. Frank pointed at his alternative plan in 132 and the possibility of negotiating for covering that program. Numbers will count. Also discussed how transportation for these students would be accommodated for this.
  - Discussion of savings. Apart from the most obvious which is the Central Office and others such as student information system licensing and insurance costs, the best thing that can be said is that by consolidating we are going to slow down the increase in the cost of education. The most obvious increase will be the leveling up of salaries.
  - Discussion point: take the first three years and keep static, then for the next three years preset the percentages based on actual experience and then let the process repeat itself. Jake said that the provisions for the safety net should be retained.
  - Discussion about state valuations or local ones and that doesn't seem to be a fair factor.
  - Hillary Holm suggested getting all the factors together.
  - Lester Scheaffer reminded that we need to move in some direction.
  - **MOTION:** To use the first year as presented last week for the first three years, keeping the safety net. At the end of three years, the RSU Board needs to look at percentage of actual and either re-work or look at an actual formula. Motion by Nicole Viele, seconded by Blake Brown. Discussion ceased when a motion was made to move the question. Roll call vote was unanimous.
  - A comment was made that people understood what was being said tonight and that maybe it was a good process. Keep it simple. A paragraph for the 1<sup>st</sup> three years and a paragraph for what happens the next three years.
  - **MOTION:** A motion was made to replace "or look at an actual formula" with "or in accordance with the provisions for Altering the Cost Sharing Agreement, develop an alternate cost sharing formula". Motion by Dennis Dunbar, seconded by Hillary Holm. Roll call vote unanimous.
  - Lester Sheaffer thanked all the Superintendents for their hard work in coming up with a Cost Sharing document that we could all live with. He thanked Dennis Dunbar for his hard work and the Finance Committee and Jake Clockedile for all they did.
5. CHOICE/CONTRACTS: Tabled until next week.
6. Other:
- Jake Clockedile was asked how many plans are being voted on. He said four plans had been approved by DOE and at least one is being voted on..
  - Discussion of meeting schedule. Suggested we reconvene in mid July to get ready to have the Town Public Meetings.
  - Need to meet next week to tweak results from the Attorneys.
  - Local Boards need to meet to approve the plan for submittal to DOE.
  - Jake Clockedile said if the plan cannot be submitted by June 13<sup>th</sup>, a letter from the co-chairs from each local board could be sent explaining where we are and the plan is nearly complete and will be forwarded as soon as tweaked.
7. There was no public comment.

8. The agenda for next week will be to discuss Choice/Contracts and to hopefully go over plan back from Attorneys.

There will be no meeting June 19<sup>th</sup> because of the various graduations going on that week.

9. Adjourned at 8:50 p.m.

Respectfully submitted,  
Sandra S. Crehore  
Secretary

## **REORGANIZATION PLANNING COMMITTEE AGENDA**

Alna, Chelsea, Palermo, Westport Island, Whitefield, Windsor, Wiscasset, Somerville  
Whitefield Elementary School, Thursday, June 12th, 2008, 6:30 p.m.

1. Roll Call of Membership and Towns
2. Adjustments to Agenda
3. Approval of the minutes of 6-5-08.
4. Choice/contracts
5. Other
6. Public Comment
7. Set Agenda
8. Adjourn

# SHEEPSHOT VALLEY REORGANIZATIONAL PLANNING COMMITTEE

## MINUTES ~ JUNE 12, 2008

1. The meeting was called to order at 6:35 p.m. by Blake Brown, Co-chair

	Present	Absent
Alna	Liz Brown, Barbara Baston Albert Lawrence, Brian Lawrence	
Chelsea	Richard Cote, Allen Hallett	Rick Danforth (Alt), Sharon Morang Cheri Rodrigue (Alt)
Palermo	Blake, Brown (Co-chair), Mark Brundage	Dean Potter
Somerville	Lisa Miller (Alt), Frank Hamble	David Stanley
Westport Island	Dennis Dunbar	Sandra Crehore (Secy), Carolyn Meixell, David Blake
Whitefield	Lester Sheaffer (Co-chair), Hillary Holm	Steven McCormack, Robert Soohy (Alt)
Windsor	Thomas Birmingham	Richard Hagan, Dwight Tibbetts
Wiscasset	Stephen Whitfield, Nicole Viele	George Greene
Facilitator		Jake Clockedile
Superintendents	Frank Boynton, Jay McIntire, Greg Potter, Elaine Nutter (Asst Supr)	

2. Adjustments to the agenda: None

3. Nicole Viele made a motion to accept the minutes of June 5th as presented.  
Thomas Birmingham seconded the motion. Motion passed unanimously.

4. Choice/contracts (section 13-D, pg 45 of RPC plan)

- Discussion of the last paragraph included the following points: for our RSU the state will have two rates – one for WHS and one for other tuition high schools (superintendent Boynton), all superintendents agreed that the words “up to” be inserted to read “students may use [up to] the state average...”
- Substantial discussion around Insured Value Factor (IVF) – superintendent Potter stated that according to Jim Rier the IVF would be paid by the RSU and then reimbursed by the state; Lester Sheaffer felt the law stated that anything beyond the tuition the municipalities would have to pay; superintendent Boynton suggested inserting “IVF will be addressed as prescribed in the statutes”
  - Superintendent McIntire will send the following questions to Drummond & Woodsum – (1) will the IVF be paid by the RSU or by the municipalities? Is the process going to change from the current method?
- Frank Hamble questioned whether this section should reflect the intent/ desire of the RPC committee or should it reflect the status quo, or both?
- Chelsea needs to be added to the school choice list 9-12 with \* referring to paragraph on previous page (“By policy parents are required to pay 10% of tuition for schools other than contracted schools.”)
- Alna and Westport suggest removing the existing paragraph referring to their towns and insert the new paragraph.
- **MOTION:** To replace paragraph one with the paragraph presented by superintendent McIntire for Alna/Westport Island and to make grammatical changes in paragraph two and to make a fourth paragraph stating “school choice provisions including IVF are not to be changed as a result of this plan, except as required by law.”

**Motion made by Frank Hamble. Seconded by Thomas Birmingham.  
Motion passed unanimously (role call vote by town).**



5. Other:

- Discussion on the Cost Sharing Agreement (section 13-B RPC plan)
  - We need to define what "total local contribution" is.
  - Proposed changes
    - Remove header and reference to "option D"
    - Section 1 - 1<sup>st</sup> sentence to read "The following Guiding Principles were used in developing this cost sharing plan."
      - Move the last paragraph to section 2 – change to "The School Administrative Units coming together in the Sheepscot Valley Regional School Unit agree to share Total Local Contributions (Total Local Contribution is the sum of mil rate expectation, additional local, carry forward, reserves and any other locally provided funds for the K-12 education budget) in the following manner:"
    - Section 2 – add revised paragraph. Change "proceeding" to "preceding". Correct spelling of "Chelsea" in chart.
- **Motion made by Dennis Dunbar. Seconded by Thomas Birmingham. Motion passed unanimously (roll call vote by town).**
- Legal feedback on RPC plan – superintendent McIntire reported that he'd spoken to Bruce Smith, but had nothing to report. We need to forward the updated section 13-B (cost sharing) and 13-D (school tuition & choice).
- A letter requesting an extension for final plan submission is being sent from the co-chairs to the DOE commissioner.
- **Co-chair, Lester Sheaffer requested that everyone send a list of upcoming local school board meetings to the general group.**

6. There was no public comment.

7. Next Meeting & agenda: June 19<sup>th</sup> meeting is cancelled due several conflicts. Next meeting is June 26<sup>th</sup> at 6:30pm. The agenda for June 26<sup>th</sup> will be to go over the lawyer recommendations. The request was made to have the review from the lawyers forwarded to everyone as soon as possible so we could read it before the next meeting.

8. Adjourned at 8:11 p.m.

Respectfully submitted,  
Nicole Viele

**SHEEPSCOT VALLEY  
REORGANIZATION PLANNING COMMITTEE AGENDA**

Alna, Chelsea, Palermo, Westport Island, Whitefield, Windsor, Wiscasset, Somerville

**Whitefield Elementary School  
Thursday, July 10th, 2008, 6:30 p.m.**

1. Roll Call of Membership and Towns
2. Adjustments to Agenda
3. Approval of the minutes of 6-12-08
4. Suggested changed from Drummond Woodsum
5. Public Comment
6. Adjourn

Sheepscot Valley Reorganization Planning Committee  
Minutes ~ July 10, 2008

1. The meeting was called to order at 6:35 pm by Blake Brown, co-chair

Roll call found the following	Present	Absent
Alna	Barbara Baston Liz Brown,	Albert Lawrence, Brian Lawrence
Chelsea	Allen Hallett, Richard Cote	Sharon Morang
Palermo	Blake Brown, co-chair	
	Dean Potter, Mark Brundage	
Somerville	Frank Hample, Lisa Miller	David Stanley
Westport Island	Dennis Dunbar	Carolyn Meixell, Sandra Crehore
Whitefield	Lester Sheaffer, co-chair	Steven McCormack
	Hillary Holm	
Windsor	Thomas Birmingham, Ronnie Brann	Richard Hagan, Dwight Tibbetts
Wiscasset	George Greene, Nicole Viele, Steve Whitfield	
Facilitator	Jake Clockedile	
Superintendents	Frank Boynton, Elaine Nutter, Jay McIntire	Greg Potter

2. Adjustments to the agenda: none

3. Thomas Birmingham made a motion to accept the minutes of June 12<sup>th</sup> as presented. 2<sup>nd</sup> by Dennis Dunbar. Motion passed unanimously.

4. Suggested changes from Drummond Woodsum:

The plan was reviewed page by page, section by section up to page 41 before adjourning. The changes on the following pages were accepted by consensus: page 8,12,13, 15, 17, 18, 19, 57, 58, 60, 61, 21, 63, 64, 24, 25, 30, 31, 32, 33, 34, 38, and 41.

On page 17 George Greene moved to keep all of #2. 2<sup>nd</sup> by Thomas Birmingham. The motion passed unanimously by individual town vote.

On page 18 Steve Whitfield moved to keep 'present and voting' in #6 so it reads: The RSU board may designate issues on which a supermajority vote is required. It shall take a 2/3-majority vote of those present and voting to designate such issues. A 2/3-majority requirement may be repealed by a 2/3-majority vote of those present and voting. 2<sup>nd</sup> by Allen Hallett. The motion passed unanimously by individual town vote.

Replace pages 42-46 with handout (13-B version 2) Cost Sharing in Regional School Unit.

On page 57 George Greene moved the following under Palermo: A separately deeded 18 acre town plot behind the Palermo Consolidated School building /lot defined by existing deed. 2<sup>nd</sup> by Lisa Miller. The motion passed unanimously by individual town vote.

On page 57 Lisa Miller moved the following under Somerville: "Gazebo and property surrounded by current driveway and Route 105 shall remain in town possession. The parcel of land not currently used for school purposes that is intended to support access to and use of the salt /sand shed and fire department garage." This is to replace what is currently in plan. 2<sup>nd</sup> by Frank Hample. The motion passed unanimously by individual town vote.

Page 62-63: Appendix 6-A – Need information regarding Union 133/Windsor copier. Is this shared amongst 3 towns? What are the lease details. Action item for Greg Potter.

5. There was no public comment.
6. The next meeting will be July 17<sup>th</sup> at 6:30 pm to continue review of the attorney suggestions on the plan.
7. Adjourned at 9:50 pm.

Respectfully submitted,  
Nicole Viele

**SHEEPSCOT VALLEY  
REORGANIZATION PLANNING COMMITTEE AGENDA**

Alna, Chelsea, Palermo, Westport Island, Whitefield, Windsor, Wiscasset, Somerville

**Whitefield Elementary School  
Thursday, July 17<sup>th</sup>, 2008, 6:30 p.m.**

1. Roll Call of Membership and Towns
2. Adjustments to Agenda
3. Approval of the minutes
4. Suggested changes from Drummond Woodsum
5. Public Comment
6. Adjourn

Sheepscot Valley Reorganization Planning Committee  
Minutes ~ July 17, 2008

1. The meeting was called to order at 6:40 pm by Lester Sheaffer, co-chair.

Roll call:	Present	Absent
Alna	Albert Lawrence	Barbara Baston, Liz Brown, Brian Lawrence
Chelsea	Richard Cote	Allen Hallett, Sharon Morang
Palermo	Blake Brown (co-chair), Mark Brundage	Dean Potter
Somerville	Frank Hample	Lisa Miller, David Stanley
Westport Island	Dennis Dunbar	Carolyn Meixell, Sandra Crehore
Whitefield	Lester Sheaffer (co-chair), Hillary Holm	Steven McCormack
Windsor	Thomas Birmingham,	Ronnie Brann, Dick Hagan, Dwight Tibbetts
Wiscasset	George Greene, Nicole Viele	Steve Whitfield
Facilitator	Jake Clockedile	
Superintendents	Frank Boynton, Elaine Nutter, Jay McIntire	Greg Potter

2. Adjustments to the agenda: none
3. The minutes of the July 10<sup>th</sup> meeting were not ready to be presented. They will be presented at the next meeting.
4. Suggested changes from Drummond Woodsum:

DISPOSITION OF CAPITAL DEBT (Section 6-C)

Lester Sheaffer requested the group revisit page 64 (capital debts). There was lengthy discussion as to whether this should remain in the plan. There was also lengthy discussion on the bond costs versus the costs to keeping the Wiscasset Middle School open.

Frank Hample moved to remove the language the lawyers inserted and to put the following in: There are none presently. The anticipated Chelsea school project is currently approved for 100% state funding. The anticipated Wiscasset school project is a locally funded project. The first sentence of the exhibit will read "New capital project debt that the Sheepscot Valley RSU will issue and /or assume:" 2<sup>nd</sup> by Richard Cote. The motion passed with a unanimous vote by all towns.

COST SHARING (Section 13-B)

Lester Sheaffer moved to accept the lawyer add-ons for the section First Three Years of Operation of 13-B version 2 and change the year in the table (column 2 header) to 2007-2008. 2<sup>nd</sup> by Mark Brundage. The motion passed with a unanimous vote by all towns.

Under the section 'Subsequent Years of Operation' Nicole Viele moved to substitute "a minimum of 3 years" for 'a subsequent year'. 2<sup>nd</sup> by George Greene. The motion passed with a unanimous vote.

Before the section 'Subsequent Years of Operation' Blake Brown moved to add the following sentence: "Local adult education costs shall be shared according to the cost sharing formula." 2<sup>nd</sup> by Richard Cote. The motion passed with a unanimous vote.

Dennis Dunbar moved to accept all lawyer recommendations in the section 'Taxation Distribution Safety Net'. 2<sup>nd</sup> by Richard Cote. The motion passed with a unanimous vote.

Under the section 'Altering the Cost Sharing Formula' Richard Cote moved to accept the lawyer recommendations along with the following changes: (1) delete the 1<sup>st</sup> sentence of paragraph 1; (2) bullet #1 insert 'of' - ... and the implications of its continued use .... ; (3) bullet #6 insert 'time' ... proposed changes at which time, a complete... 2<sup>nd</sup> by Thomas Birmingham.

Dennis Dunbar moved an amendment to the motion for #9 - after gubernatorial election add "or 20% of voters of a member town in last gubernatorial election." Frank Hample seconded the motion to the amendment. The amendment passed with a unanimous vote. The motion passed with a unanimous vote by all towns.

The RPC plan was reviewed page by page, section by section from page 41 to page 47 before adjourning.

5. There was no public comment.
6. The next meeting will be July 24<sup>th</sup> at 6:30 pm to continue review of the attorney suggestions on the plan.
7. Adjourned at 10:10 pm.

Respectfully submitted,  
Nicole Viele

**SHEEPSCOT VALLEY  
REORGANIZATION PLANNING COMMITTEE AGENDA**

Alna, Chelsea, Palermo, Westport Island, Whitefield, Windsor, Wiscasset, Somerville

**Whitefield Elementary School  
Thursday, July 24<sup>th</sup>, 2008, 6:30 p.m.**

1. Roll Call of Membership and Towns
2. Adjustments to Agenda
3. Approval of the minutes (July 10<sup>th</sup> and 17<sup>th</sup>)
4. Suggested changes from Drummond Woodsum
  - a. Sections 13-C through 13-H
5. Public Comment
6. Adjourn



**Sheepscot Valley Reorganization Planning Committee**  
**Minutes ~ July 24, 2008**

8. The meeting was called to order at 6:40 pm by Lester Sheaffer, co-chair.

Roll call:	Present	Absent
Alna	Barbara Baston	Liz Brown, Brian Lawrence, Albert Lawrence
Chelsea	Richard Cote, Allen Hallett	Sharon Morang
Palermo	Blake Brown (co-chair), Mark Brundage	Dean Potter
Somerville	Frank Hample, David Stanley	Lisa Miller
Westport Island	Dennis Dunbar	Carolyn Meixell, Sandra Crehore
Whitefield	Lester Sheaffer (co-chair), Hillary Holm	Steven McCormack
Windsor	Thomas Birmingham	Ronnie Brann, Dick Hagan, Dwight Tibbetts
Wiscasset	Nicole Viele, Steve Whitfield	George Greene
Facilitator		Jake Clockedile
Superintendents	Frank Boynton, Elaine Nutter, Jay McIntire, Greg Potter	

9. Adjustments to the agenda: add "Referendum Timeline" before Public Comment

10. Review of Minutes

- a. July 10<sup>th</sup>: Change date under #3 to June 12, 2008. Frank Hample moved to accept the minutes with corrections. 2<sup>nd</sup> by Richard Cote. The motion passed unanimously.
- b. July 17<sup>th</sup>: Frank Hample moved to accept the minutes. 2<sup>nd</sup> by Richard Cote. The motion passed unanimously.

11. Suggested changes from Drummond Woodsum:

**Section 13-C – Election of Initial Board of Directors**

The following corrections were made

- remove A. under "Initial Election" and keep lawyer recommendations;
- change 'section 1' to '13-C Initial Election' under Election of RSU Board section B
- renumber paragraphs under section B numbers 1-7.

Frank Hample moved to accept section 13-C with corrections. 2<sup>nd</sup> by Thomas Birmingham. The motion passed with a unanimous vote by town.

**Section 13-D – Tuition Contracts and School Choices**

The following amendments were made:

- insert "Prior to RSU formation" at beginning of first paragraph under Choice/Contract
- strike the word 'may' in the last sentence under Choice/Contract
- Alna and Westport Island Residents, paragraph B should read  
*"another public school or approved private school chosen by the parent(s) or guardian. Sheepscot Valley RSU shall pay its tuition rate up to that of Wiscasset Primary School pursuant to 20-A M.R.S.A. & 5804 for elementary students and & 5805 or 5806 for secondary students for students attending a school outside the Sheepscot Valley RSU. Any amount in excess of the applicable Sheepscot Valley RSU tuition rate, including the Insured Value Factor, shall be paid by the parent(s) or guardian of the student."*

- under Chelsea Residents, paragraph C should read  
*"another public school or approved private school chosen by the parent(s) or guardian, in which case the parent(s) or guardian shall pay 10% of the maximum allowable tuition pursuant to 20-A M.R.S.A. & 5805 for public schools and & 5806 for private schools and the Sheepscot Valley RSU shall pay the balance of the tuition to the receiving school up to the RSU rate and the municipality shall pay any balance up to the maximum allowable."*
- under Palermo, Somerville, Whitefield & Windsor - paragraph B should read  
*"another public school or approved private school chosen by the parent(s) or guardian. Sheepscot Valley RSU shall pay up to the maximum allowable tuition pursuant to 20-A M.R.S.A. & 5805 for public schools and & 5806 for private schools. The municipality in which the student and his/her parent or guardian with legal custody resides shall pay any amount by which the tuition exceeds the Sheepscot Valley RSU's secondary school tuition rate not to exceed the maximum allowable."*

Richard Cote moved to accept section 13-D with amendments. 2<sup>nd</sup> by Blake Brown.  
 The motion passed with a unanimous vote by town.

**Section 13-E - Claims & Insurance** - no changes

**Section 13-F -Vote to Submit RPC Plan** - need dates of future school board meetings

The following are dates for upcoming school board meetings where the RSU plan will be voted on to send to the commissioner:

Alna	August 11 <sup>th</sup>	Westport	voted to submit 05/27
Chelsea	August 4 <sup>th</sup>	Whitefield	August 7 <sup>th</sup>
Palermo		Windsor	August 6 <sup>th</sup>
Somerville		Wiscasset	August 11 <sup>th</sup>

**Section 13-G - RSU's with Fewer Than 2500 Students** - no changes

**Section 13-H - CTE Regions** - new section added 6/19 revision to templates

Nicole Viele moved to accept section 13-H as 'not applicable'. 2<sup>nd</sup> by Blake Brown.  
 The motion passed with a unanimous vote by town.

The plan was reviewed page by page, section by section from page 64 to the end before adjourning.

**Timelines:**

The transition timetable will be adjusted to reflect the shortened timeline and the appropriate dates in the plan (page 30 - Reorganization Timeline) will also be changed. The group agreed by consensus to use the suggested timeline by Drummond/Woodsum for a November 4<sup>th</sup> vote by the citizens for consolidation.

The goal is to send the plan to the commissioner by August 12<sup>th</sup>

12. There was no public comment.

13. Adjourned at 9:30 pm.

Respectfully submitted, Nicole Viele

**SHEEPSCOT VALLEY RSU**  
**Reorganization Planning Committee**  
Minutes, September 10, 2008

Whitefield Elementary School ~ 6:30 pm

**Attending:**

Members: (Co-chair) Lester Sheaffer, (Co-chair) Blake Brown,  
Stephen Whitfield, Frank Hample, Barbara Baston, Allen Hallett,  
George Greene, Dennis Dunbar, Tom Birmingham

Staff: Elaine Nutter, Frank Boynton, Greg Potter, Jay McIntire

Summary: The group reviewed comments suggestions, and required changes provided by the commissioner's office and acted on each.

It was noted that public meetings must be completed by October 25.

A working group made up of Lester Sheaffer, Greg Potter, and Jay McIntire will look at existing PowerPoint summaries (understood to be available from Greg Potter and Rick Cote) and develop one presentation for public meetings.

Motion by Frank Hample with second by Allen Hallett that all adjustments the group had agreed to in the course of discussion be considered technical amendments not requiring further consideration by individual unit boards. Motion carried 8-0 (Windsor's representative had left and therefore did not vote.)

Motion to adjourn by Mark Brundage. Second by Dennis Dunbar. Approved by acclimation at 8:45 pm.

## **APPENDIX 13-D – School Choice**

### **ALNA TUITION POLICY**

The Town of Alna will pay tuition to receiving schools up to, but not to exceed, the contracted tuition rate. The tuition will be paid only upon the receipt, in the Wiscasset Central Office, the Alna Residency Form completed by the parent/guardian and documented proof of residency and identification.

Absent the required documentation, the Town of Alna will have neither obligation nor responsibility to pay the tuition of the child in question. The responsibility for tuition payments to receiving towns will be solely the responsibility of the parent/guardian.

For the 04-05 school year of this policy, students enrolled at schools other than Wiscasset schools, will be "grandfathered" at the governing annual rates. After the 04-05 school year, the insured value factor will no longer be paid by the Town of Alna to private schools but will become the parents' responsibility.

No tuition payments shall be made on behalf of any student unless the student has a current approved Alna Residency Form on file at the Central Office.

Adopted: October 23, 2004

Revised: December 14, 2005

## **CHELSEA TUITION POLICY**

In an effort to control the cost of secondary education to protect the Chelsea School program and to limit increases in school budgets, the Chelsea School Department will provide by formal contracts free and appropriate secondary education to legal Chelsea residents at either (MSAD 16) Hall-Dale High School or Cony High School. Students may select either of these high schools and receive transportation as well. Students attending any other approved public or private secondary school will receive tuition assistance at a rate to be determined annually by the Chelsea School Committee during the annual budget process. The rate to be applied for school year 2002-2003 is an amount up to the State Allowable tuition rate less 10%.

Starting in school year 2006-2007, this policy will apply to all Chelsea high school students. With the exception of required special education services, any additional cost, including transportation, over and above the established contracted tuition rates will be the responsibility of the parents.

For the first three years of this policy, students enrolled at schools other than Hall-Dale High School and Cony High School will be "grandfathered" at the governing annual rates until their graduation from that school.

- Parents must register their secondary students at the Office of the Superintendent of Schools prior to registration at the high school or face loss of tuition support.
- Students must reside with a parent(s) or guardian(s) who is/are a legal resident(s) of the municipality. Official court documents may be required to confirm guardianship.
- Students will be allowed only one transfer from one high school to another for any reason during high school years. The Chelsea School Committee reserves the right to waive this policy based on the best interest of the student upon a written request by students or parents.
- Transportation will be provided to the two contracted high schools according to currently established routes. All policies regarding student conduct will apply.
- The Chelsea School Committee may terminate tuition payments at any time for students who are truant or who accumulate excessive unexcused absences. Students who drop out of high school and wish to re-enter at a later date must have approval from the Superintendent of Schools or from the School Committee prior to registering for a return to school.
- Students currently attending schools other than those formally engaged in a tuition contract will be allowed to finish high school at those approved schools. This will include students who complete grade 8 in 2001 and enter high school in the fall of 2001.

- Grandparent Clause – Students presently enrolled (continuous enrollment) at GAHS will be allowed to continue without parent 10% charge through the completion of their secondary experience as financial resources allow.
- This policy will be implemented incrementally over the next four years so that it is in total effect at the beginning of school year 2005-2006.

DRAFT: 9-28-01

Amended: 11-2-01, 8-12-03, 9-23-03

Adopted: 11-01-01

Reaffirmed: 5-2-02 / 10-8-02

Revised 11-7-06

## **WESTPORT TUITION POLICY**

The Town of Westport Island will pay tuition to approved receiving schools up to, but not to exceed, the Wiscasset contracted tuition rate. The tuition will be paid only upon the receipt, in the Wiscasset Central Office, the Westport Island Residency Form completed by the parent/guardian and documented proof of residency and identification. The Town of Westport Island will provide transportation to students who attend Wiscasset schools.

Absent the required documentation, the Town of Westport Island will have neither obligation nor responsibility to pay the tuition of the child in question. The responsibility for tuition payments to receiving towns will be solely the responsibility of the parent/guardian.

No tuition payments shall be made on behalf of any student unless the student has a current approved Westport Island Residency Form on file at the Central Office.

Adopted: May 24, 2005